

Library Advisory Board  
MINUTES  
October 13, 2016, 4:30-5:30 p.m.  
Modesto Library Conference Room  
1500 I Street, Modesto, CA 95354

Present: Board Members Dorothy Finnegan, Sue Henderson, Lise Talbott and Joshua Vander Veen; Library Staff Members Patti Boardrow, John Fleming, Diane McDonnell and Vicki Peitz; Friends of the Modesto Library Co-President Denise Nordell.

Absent: Sheridan Beuving

- I. Call to Order, Welcome & Introductions – Josh Vander Veen, Chair
- II. Reviewed Minutes of July 14, 2016 Meeting – Unanimously approved.
- III. Public Comment – None
- IV. Correspondence – None
- V. Meet New LAB Member Lise Talbott, District 1 Representative - Lise was introduced and provided a short bio. She lives in Waterford, works at Golden Valley Health Centers, and has been a Stanislaus County resident for 7 years.
- VI. Report from County Librarian – Diane McDonnell

Strategic Planning - The Library develops a Strategic Plan every five years, and the previous plan expired in 2015. A few months ago the Library began a new strategic planning project, guided by three primary research methods: 1. Survey - An online and paper survey, in both English and Spanish, resulted in more than 631 responses from throughout the county. 135 library staff shared their thoughts in a staff survey. 2. Key Informant Interviews – Library Supervisors scheduled discussions with key leaders in each of the 13 Stanislaus County Library communities. These one-on-one conversations will help us better understand how the library can best support each community. 3. Town Hall Meetings – Community meetings, open to the public, started on October 12 in Riverbank. Additional meetings are scheduled.

Harder & Co. staff will be analyzing the data collected and together with the Strategic Planning Task Team, will be developing new goals and strategies to best support the information needs of the community, now and into the future. The Library plans to roll out a new Strategic Plan in spring of 2017.

Library Sales Tax Measure – The 1/8 Cent Library Sales Tax, which provides 88% of the funding for the Stanislaus County Library system, sunsets June of 2018. The tax measure will go before the voters in June 2017, one year before the current tax measure expires. This will be a renewal of the existing tax, rather than a new tax. Every dollar goes directly to the Library and cannot be used for any other purpose. Campaigning begins January of 2017. The measure must pass with a two-thirds vote.

Online Payment Option – Customers now have the option of paying fines remotely. This is a service that has been much in demand.

VII. Reports from Library Support Groups

- Friends of the Library – Sue Henderson reported that Patterson Friends have a book sale that begins Wednesday and runs through Friday.

Denise Nordell, representing Friends of the Modesto Library, is now co-president along with Maree Hawkins. The Modesto Friends are holding a Scholastic Book Sale in November.

Dorothy Finnegan of Turlock Friends announced that their Friends group is earning money by running an election hall. This requires training to "Adopt a Poll" and they earn \$510 for this service. The money earned will go straight to the building fund. The Friends also had a fashion show and raised \$2,000. There was a silent auction for a quilt that brought in close to \$500. Cindy's DooDads Fashions & Accessories supplied the clothing for the fashion show. Food was provided by local caterer Diane McDonald.

- Library Foundation – Diane McDonnell shared information about the Author Gala which was held September 24. 140 guests attended and net proceeds were \$33,637. There were poets and a dessert auction. *Abundance* was written especially for this event.

## VIII. Old Business

- LAB Terms - Diane McDonnell – There is still a vacancy for District 3, Salida
- LAB Information & Binders – Patti Boardrow – Updates will be emailed to members and printed upon request.

## IX. New Business

- Incident Reporting & Customer Bans – Vicki Peitz

The Library strives to provide a safe environment for employees and customers, supported by the Library's Rules for Behavior policy. With the goal of being proactive when issues arise, staff first gives a warning to the customer. If the customer does not comply, staff is authorized to give a copy of the rules to the customer. Rules are applied consistently and objectively. Customers are warned once or twice, and then asked to leave for day, followed by a week and then a month if they continue to not comply. Bans of 6 months or longer require a letter from the County Librarian. Information about customer bans is shared with all staff via email.

The Library has an "Authority to Arrest" document on file with local law enforcement agencies to support any action that they may need to take. Contracted security officers are on duty at Modesto and Turlock libraries. Customer and staff safety is of the utmost importance. If there is a threat to safety, offenders are told to leave immediately. If they do not comply, police are called. All incidents are entered into a database for review.

- IT Updates – John Fleming

The delivery of One-Stops (self-checkout kiosks) has been delayed. They should arrive October 26. Configuration of the units will begin November 1. The County provided \$127,000 for these self checkout devices through a competitive grant process.

Virtual Desktops (approximately 400) will be delivered soon. The actual computer, which controls each of the units, will be in the computer room. The life span of the equipment will be approximately 10 years. Installation priority is the public and then staff. The project should be complete by the end of the calendar year. Windows 7 will be installed. Updates will be done by IT in their computer area, tested, and then the equipment will "go live" when it is appropriate. With this mode of technology, IT will no longer need to go to each station when updates are necessary; updates are done centrally, greatly increasing efficiency.

Envisionware is the vendor selected to provide RFID services and equipment for the Library. They will be providing the hardware and software. Security gates will be installed at each Library.

Tagging each item will be the most daunting task and plans are being made to develop the most efficient method for this process. The Envisionware contract will go to the Board of Supervisors for approval in early December.

X. Announcements – None

XI. Next meeting date: January 12, 2017, 4:30-5:30 p.m.

XII. Adjournment – Chair

Materials related to an item on this Agenda submitted to the Library Advisory Board after distribution of the agenda packet are available for public inspection at the Modesto Library Reference Desk during normal business hours. Such documents are also available on the Library website at [www.stanislauslibrary.org/about\\_advisory\\_board.shtml](http://www.stanislauslibrary.org/about_advisory_board.shtml) subject to staff's ability to post the documents before the meeting.