



**LOMPOC PUBLIC LIBRARY SYSTEM  
LIBRARY COMMISSION  
REGULAR MEETING AGENDA**  
TUESDAY, JUNE 12, 2018, 10:00 AM  
501 E. NORTH AVE., LOMPOC, CA  
PRESIDING: ANN RUHGE, CHAIRPERSON

**1. CALL TO ORDER**

**2. ADOPTION OF AGENDA**

**3. APPROVAL OF MINUTES**

Minutes of the May 8, 2018 regular meeting

**4. PRESENTATIONS**

None.

**5. PUBLIC COMMENT**

The public comment period is reserved for comment on matters within the subject matter jurisdiction of the Commission. Comments related to non-agenda items are appropriate at this time. Public comment on agenda items will be invited by the Chair as they are introduced. Each person may address the Board for up to 3 minutes.

**6. LIBRARY SUPPORT ACTIVITIES**

- A. Friends of the Library
- B. Library Foundation

**7. CORRESPONDENCE**

None

**8. BUSINESS**

**A. County Budget Update**

An oral report will be given at the meeting.

**B. Discussion about Joint Commission meeting with City Council on June 19, 2018 at 6:00 PM**

**9. LIBRARY DIRECTOR'S MAY 2018 REPORT**

**10. ROUNDTABLE**

Remarks by Commissioners and Staff

**11. ADJOURNMENT**

The next regular meeting will be held on Tuesday, July 10, 2018 at the Lompoc Public Library, 501 E. North Ave., Lompoc, at 10:00 AM.

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Any documents produced by staff and distributed to the Commissioners regarding any item on the Agenda will be made available for public inspection in the lobby of Lompoc City Hall at 100 Civic Center Plaza between 9 AM and 5 PM. Monday through Friday, and the Lompoc Library Patron Services Desk at 501 E. North Avenue between 10:00 AM and 7:00 PM Monday through Thursday, and 1:00 PM and 5:00 PM Friday and Saturday. The agenda and related staff reports are available on the City's website: [www.cityoflompoc.com](http://www.cityoflompoc.com) the Friday before the Library Commission meetings between the hours of 9:00 AM and 5:00 PM.

**Lompoc Library Commission  
Lompoc Public Library  
501 E. North Ave., Lompoc, CA 93436  
Tuesday, May 8, 2018, 10:00 AM  
Regular Meeting Minutes**

**1. Call to Order**

Chairperson Ruhge called the meeting of the Lompoc Library Commission to order at 10:02 AM.

Commissioners Present: Molly Gerald, Luella Knowles, Chairperson Ann Ruhge, Ron Stassi

Commissioners Absent: None

Staff Present: Library Director Sarah Bleyl, Library Administrative Aide Lee Edie; Library Manager Christine Bolivar

Others Present: None

**2. Adoption of Agenda**

ACTION: Motion/Second: Knowles/Gerald. By a 4-0 vote, Commission approved discussion of agenda items in order as presented.

**3. Approval of Minutes**

ACTION: Motion/Second: Gerald/Knowles. By a 3-0 vote, Stassi abstained; Commission approved the minutes of the April 10, 2018 regular meeting.

**4. Presentations**

New staff member, Librarian II, Christine Bolivar was introduced and welcomed.

**5. Public Comment**

None.

**6. Library Support Activities**

**A. Friends of the Lompoc Public Library System**

No report was provided by the Friends.

**B. Library District Libraries Foundation**

No report was provided by the Foundation.

**7. Correspondence**

None.

**8. Business**

**County Budget Update**

The Library Director reported that the last Library Advisory Committee (LAC) meeting lasted over two hours with no decision regarding the determination on how to share the 5% of the budget (approximately \$175,000) set aside by the County Supervisors for the LAC to decide on. The next meeting is scheduled for May 30, 2018. Meetings have been set up with Supervisors Hartmann and Adam and Lompoc City Interim City Manager, two City Councilmembers and the Library Director.

Commissioners expressed their astonishment that advocacy volunteers are being elevated to a level where they do not have the level of expertise and are given authority and the library directors are not part of the voting group. Discussion ensued to cover the best approach to presenting correct account reporting,

continue to put information in writing, and that it may have more impact and gain more support if library directors jointly provided a plan. The final county budget is not complete so changes can still be made.

**9. Library Director's April report and updates**

The Library Director presented the staff report. In addition to the written report, the Director informed the Commission that a grant was received from the State Library for outreach training. The Library Director, Youth Services Librarian, and Village Library Branch manager will be attending.

**10. Roundtable**

Commissioner Knowles thanked staff for the Volunteer Appreciation Coffee Social held in April.

Commissioner Stassi advised that he has been added to Vandenberg Village Association. They are looking for a way to kick-off a fundraising campaign for new carpet at the Village Library. He asked for a list of needs in the \$500 range

Commissioner Gerald thanked staff for the special assistance with the Mars InSight Mission forum held at the Lompoc Library on May 3, 2018.

**11. Adjournment**

The meeting was adjourned by Chairperson Ruhge at 10:55 AM. The next Regular meeting will be held on Tuesday, June 12, 2018 at 10:00 AM at the Lompoc Public Library, 501 E. North Ave., Lompoc.

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Secretary by  
Lee Edie, Library Administrative Aide

**LOMPOC PUBLIC LIBRARY SYSTEM  
MAY STAFF REPORT**

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**BLACK GOLD COOPERATIVE LIBRARY SYSTEM**

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Black Gold Cooperative Library System meetings attended by staff are listed below:

<b>Date</b>	<b>Black Gold Committee</b>	<b>Attended By</b>
5/2/18	Automated Technical Services and Operations	Sarah Bleyl & Christine Bolivar
5/9/18	Reference and Adult Services	Christine Bolivar

**COUNTY OF SANTA BARBARA LIBRARY SERVICES**

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The Library Advisory Committee (LAC) met on Wednesday, May 30 at Lake Cachuma to discuss the recent Board of Supervisors action that reduced library funding by 5% and gave that money (approximately \$175,000) to the LAC to determine how it is spent. Because all zones had previously submitted 2018/19 budgets, the zone directors recommended that the Board of Supervisors not move forward with the reduction. The LAC agreed and unanimously recommended keeping library budgets to the status quo for the upcoming budget year. The Board of Supervisors will consider this issue at their meeting on June 5.

The next LAC meeting is scheduled for September.

**LIBRARY OPERATIONS – LOMPOC, VILLAGE AND CHARLOTTE’S WEB**

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*General Update*

An all-staff meeting was held May 4.

The director met with Supervisor Hartmann and Supervisor Adam to discuss library services and the probable consequences of a 5% reduction on the library funding.

The director attended the Harwood Institute training in Ontario on May 9 - 11, along with Xochitl Rocha, Youth Services Manager, and Alex Newman, Library Technician II at the Village Library. The California State Library provided the funding for staff to attend this training.

The annual Summer Reading Program will be from June 8 to August 3 and will include programs and prizes for all ages. Staff has been busy preparing programs and materials as well as soliciting donations from local businesses for prizes. The director will be giving a presentation about the Summer Reading Program at the Lompoc City Council meeting on June 5.

*Lompoc Library*

Sixty-one adults attended programs in May. Total children’s program attendance and class visits was 1,076.

Star Wars Day on May the Fourth brought 135 children, teens, and families into the library to celebrate with special guests Darth Vader, Darth Maul, Kylo Ren, and Chewbacca.

Weeding continues in the adult fiction section.

### *Village Library*

Total children's program attendance and class visits was 150 for the month of May.

Weeding continues in all parts of the library to make space for newly acquired materials.

### *Charlotte's Web*

In the month of May, approximately 892 children visited the bookmobile.

Bookmobile manager Rachell Frazian continues to present a weekly early literacy program at Recovery Way home, focusing on incorporating a family strengths approach to encourage early language and literacy development.

The bookmobile presented a Kids Arts program at the One-Year Anniversary event for Alma Cena Sana.

Ms. Frazian has applied for and received a \$1,500 grant thanks to Dollar General's Summer Reading Initiative to create a Graphic Novel Book Club with kids at the YMCA and the Boys and Girls Club during the Summer Reading Program. Five graphic book authors will "visit" the library through Skype as part of the program.

Other summer stops are being coordinated with the Parks and Recreation Department and the Chamber of Commerce (Old Town Market).

## **PROGRAMMING AND OUTREACH SERVICES**

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In May, five adult programs were held with a total of 61 attendees; fifty-six programs and class visits were held for teens and children, with a total attendance of 1,250.

Library staff attended the Senior Expo on Friday, May 18<sup>th</sup> and talked with about 100 attendees about library services.

Lompoc Public Library System  
FY2017/18 Reference and Program Statistics

LOMPOC LIBRARY	Jul		Aug		Sep		Oct		Nov		Dec		Jan		Feb		Mar																				
	2017	2016	2017	2016	2017	2016	2017	2016	2017	2016	2017	2016	2018	2017	2018	2017	2018	2017																			
Adult Reference Questions	576	662	543	611	542	476	688	504	503	482	435	465	654	437	495	428	540	596																			
Adult Computer Questions	677	522	588	550	592	463	848	640	617	582	627	532	767	474	733	459	781	450																			
Youth Services Questions	1,805	1,545	1,688	1,496	1,568	1,106	1,684	1,315	1,537	997	1,877	1,210	1,400	1,127	1,273	952	1,312	1,489																			
WiFi Users	1,313	716	1,303	865	1,262	1,164	1,275	1,239	1,169	1,194	1,087	1,158	1,172	1,277	1,110	1,305	1,191	1,294																			
Computer Sessions	4,495	4,441	3,468	4,974	3,747	4,050	4,159	4,196	3,539	3,744	4,023	3,828	3,723	3,749	3,454	3,282	3,893	4,135																			
Adult Volunteer Hours	163.5	119	174.1	149.75	163	140.25	191.5	186.5	158	174.25	150.5	150	160.75	162	154.5	174.5	153.25	188.5																			
Youth Volunteer Hours	201.25	122.5	88.5	74.25	23.5	23	92.5	38.5	79.5	20.5	57.25	30	30	25	38.75	20.5	28.25	24.5																			
Total Circ	25,137	24,555	22,088	23,233	20,485	21,784	22,424	23,117	19,728	21,616	18,709	20,532	21,271	22,715	18,756	20,953	21,857	23,861																			
ILL - In	1	0	0	0	1	0	0	0	0	2	1	1	0	1	0	0	0	3																			
ILL - Out	0	1	1	0	1	0	1	0	0	0	1	0	0	2	0	0	0	0																			
GG (Grossman Gallery): Rentals	7	2	7	3	8	8	7	7	10	11	9	8	8	4	8	8	10	9																			
GG: Library mtgs & progrms	31	59	21	38	22	20	28	32	16	18	23	25	21	25	19	26	31	27																			
People Counter	16,683	17,031	15,734	18,436	14,362	19,203	14,749	16,809	11,640	14,177	10,540	14,189	12,130	14,183	11,099	13,874	14,502	16,758																			
<b>Programs: # of &amp; attendance</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>													
Adult	13	85	1	8	9	109	6	79	7	54	6	67	8	69	7	61	6	69	8	59	5	34	6	38	4	73	4	27	5	51	7	65	4	64	8	62	
Young Adult	3	54	4	51	2	36	3	34	1	5	2	17	4	68	4	38	1	13	1	4	3	39	1	19	0	2	13	1	24	2	33	4	82	4	38		
School	55	1848	48	1321	10	557	16	797	12	89	15	91	17	174	24	492	17	157	19	141	14	297	18	383	17	170	19	214	15	168	21	162	16	156	25	353	
Preschool	11	220	7	201	6	106	7	132	18	533	15	370	22	542	20	513	16	425	17	518	11	211	12	355	13	283	15	307	14	244	16	430	19	408	17	448	
Adult Outreach	0	0	NA	NA	0	0	NA	NA	0	0	NA	NA	0	0	NA	NA	1	12	NA	NA	0	0	NA	NA	0	0	NA	NA	1	100	NA	NA	0	0	NA	NA	
Youth Outreach	1	21	1	10	1	18	1	148	1	16	0	0	0	0	0	0	1	21	0	0	0	0	0	0	0	1	25	0	0	1	14	1	10	2	102	2	110
<b>VILLAGE LIBRARY</b>	<b>Jul</b>		<b>Aug</b>		<b>Sep</b>		<b>Oct</b>		<b>Nov</b>		<b>Dec</b>		<b>Jan</b>		<b>Feb</b>		<b>Mar</b>																				
	2017	2016	2017	2016	2017	2016	2017	2016	2017	2016	2017	2016	2017	2016	2018	2017	2018	2017	2018	2017																	
Adult Reference Questions	300	208	273	153	240	163	232	176	209	146	197	154	206	226	188	186	205	157																			
Adult Computer Questions	46	72	96	39	61	37	67	43	58	29	56	39	104	78	101	41	72	49																			
WiFi Users	185	59	285	47	289	52	296	57	262	69	218	49	247	50	254	65	254	76																			
Computer Sessions	218	350	272	270	230	313	249	310	190	279	229	238	271	291	245	276	266	339																			
Adult Volunteer Hours	37	61.25	44.25	53.5	28.25	32.75	38.25	29	37.75	33.25	18	29	27.25	46.25	35.75	42.5	23.5	50																			
Youth Volunteer Hours	5	38.75	0	12.5	0	4.5	0	0	0	0	0	0	0	6	0	1.5	0	0																			
Total Circ	3,915	4,096	3,999	3,856	3,901	3,595	3,734	3,889	3,614	3,802	3,280	3,775	3,584	3,531	3,182	3,630	3,788	4,126																			
People Counter	1,874	2,976	2,433	2,222	2,187	2,398	1,917	2,447	1,823	2,497	1,650	1,866	2,084	1,831	1,678	1,927	2,108	2,442																			
<b>Programs: # of &amp; attendance</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>			
Adult	1	8	1	11	1	8	1	13	1	8	1	10	1	8	2	17	1	8	1	9	1	1	1	11	0	0	1	15	0	0	1	13	0	0	1	13	
Young Adult	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
School	5	195	4	107	1	48	1	28	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	14	0	0	0	0	0	0	0	0		
Preschool	4	38	4	87	5	81	5	72	4	124	4	44	4	81	4	54	5	78	5	61	0	0	4	37	5	102	4	67	4	31	4	65	4	71	4	65	
Adult Outreach	0	0	NA	NA	0	0	NA	NA	0	0	NA	NA	0	0	NA	NA	0	0	NA	NA	0	0	NA	NA	0	0	NA	NA	0	0	NA	NA	1	6	NA	NA	
Youth Outreach	0	0	NA	NA	0	0	NA	NA	0	0	NA	NA	0	0	NA	NA	0	0	NA	NA	0	0	NA	NA	0	0	NA	NA	0	0	NA	NA	0	0	NA	NA	
<b>CHARLOTTE'S WEB LIBRARY</b>	<b>Jul</b>		<b>Aug</b>		<b>Sep</b>		<b>Oct</b>		<b>Nov</b>		<b>Dec</b>		<b>Jan</b>		<b>Feb</b>		<b>Mar</b>																				
	2017	2016	2017	2016	2017	2016	2017	2016	2017	2016	2017	2016	2017	2016	2018	2017	2018	2017	2018	2017																	
Reference Questions	136	270	93	35	139	103	162	172	158	47	14	97	150	115	226	176	271	242																			
Volunteer Hours	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0																			
Total Circ	482	1,039	597	575	357	561	413	486	344	482	237	396	297	450	457	650	546	928																			
Honor Books	93	607	79	22	457	101	461	297	461	172	35	16	307	23	261	319	355	360																			
People Counter	1,068	1,886	731	272	700	776	1,174	1,280	712	418	369	456	552	484	779	707	860	676																			
<b>Programs: # of &amp; attendance</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>			
Young Adult	0	0	1	8	0	0	0	0	1	23	0	0	0	0	0	0	0	0	0																		
School Ages	0	0	1	22	0	0	1	114	15	683	0	0	15	867	2	83	13	629	2	122	5	224	0	0	10	462	1	17	14	645	1	31	12	575	3	53	
Preschool Ages	1	28	0	0	0	0	0	0	1	7	1	18	2	178	1	27	2	30	1	44	1	50	2	32	2	65	1	15	2	67	1	16	2	74	0	0	
Adult Outreach	0	0	0	0	2	20	1	12	2	178	1	30	3	63	0	0	1	27	0	0	3	50	0	0	3	68	0	0	4	43	1	3					

Lompoc Public Library System  
FY2017/18 Reference and Program Statistics

LOMPOC LIBRARY	Apr		May		Jun		Current		Previous						
	2018	2017	2018	2017	2018	2017	Year Total	Year Total	Year Total	Year Total					
Adult Reference Questions	699	508	529	554		557	6,204	6,280							
Adult Computer Questions	961	501	999	602		687	8,190	6,462							
Youth Services Questions	1,285	1,197	907	1,246		1,856	16,336	15,536							
WiFi Users	1,134	1,200	1,177	1,257		1,285	13,193	13,954							
Computer Sessions	3,670	3,642	3,346	3,939		4,529	41,517	48,509							
Adult Volunteer Hours	145	165	171.75	185		156.5	1,786	1,951							
Youth Volunteer Hours	20.75	23	40.25	10		173.75	701	586							
Total Circ	20,966	22,050	20,670	23,087		25,137	232,091	272,640							
ILL - In	0	0	0	0		0	3	7							
ILL - Out	0	1	0	0		0	4	4							
GG (Grossman Gallery): Rentals	5	12	2	8		7	81	87							
GG: Library mtgs & progrms	24	27	28	25		33	264	355							
People Counter	12,798	16,220	13,353	15,649		18,271	147,590	194,800							
<b>Programs: # of &amp; attendance</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>			
Adult	9	167	8	69	5	61	10	158		13	142	75	836	84	835
Young Adult	0	0	3	33	1	15	1	10		4	58	20	336	31	348
School	14	112	18	204	26	479	31	661		36	1913	213	4,207	290	6,732
Preschool	20	463	15	396	18	384	18	554		10	225	168	3,819	169	4,449
Adult Outreach	0	0	NA	NA	1	100	1	150		0	0	3	212	1	150
Youth Outreach	3	48	2	37	3	98	3	399		3	195	14	363	13	909
<b>VILLAGE LIBRARY</b>	<b>Apr</b>		<b>May</b>		<b>Jun</b>		<b>Current</b>		<b>Previous</b>						
	<b>2018</b>	<b>2017</b>	<b>2018</b>	<b>2017</b>	<b>2018</b>	<b>2017</b>	<b>Year Total</b>	<b>Year Total</b>	<b>Year Total</b>	<b>Year Total</b>					
Adult Reference Questions	172	137	529	263		309	2,751	2,278							
Adult Computer Questions	56	58	999	53		80	1,716	618							
WiFi Users	272	60	318	109		131	2,880	824							
Computer Sessions	258	338	332	319		307	2,760	3,630							
Adult Volunteer Hours	35	43	41	48		44.25	366	513							
Youth Volunteer Hours	0	0	0	0		12.75	5	37							
Total Circ	3,333	3,604	3,913	3,500		4,343	40,243	45,747							
People Counter	1,835	2,078		2,388		2,888	19,589	27,960							
<b>Programs: # of &amp; attendance</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>			
Adult	0	0	1	11		2	52		1	13	6	41	14	188	
Young Adult	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
School	0	0	0	0	2	111	0	0	4	468	8	354	10	617	
Preschool	4	107	4	67	5	78		5	78	4	65	44	713	51	762
Adult Outreach	0	0	NA	NA	NA	NA		NA	NA	NA	NA	1	6	0	0
Youth Outreach	0	0	NA	NA	0	0	NA	NA	NA	NA	NA	0	0	0	0
<b>CHARLOTTE'S WEB LIBRARY</b>	<b>Apr</b>		<b>May</b>		<b>Jun</b>		<b>Current</b>		<b>Previous</b>						
	<b>2018</b>	<b>2017</b>	<b>2018</b>	<b>2017</b>	<b>2018</b>	<b>2017</b>	<b>Year Total</b>	<b>Year Total</b>	<b>Year Total</b>	<b>Year Total</b>					
Reference Questions	171	162	132	156		80	1,652	1,655							
Volunteer Hours	0	0	0	0		0	0	0							
Total Circ	615	1,262		482		890	4,345	8,201							
Honor Books	278	379	404	16		307	3,191	2,581							
People Counter	654	1,091	892	652		413	8,491	9,111							
<b>Programs: # of &amp; attendance</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>	<b>#</b>	<b>Attnd</b>			
Young Adult	0	0	0	0	0	0	0	0	0	0	2	31			
School Ages	11	490	0	0	15	682	0	0	0	0	110	5,257	11	442	
Preschool Ages	4	56	4	78	4	10	0	0	0	0	21	565	11	230	
Adult Outreach	6	108	0	0	2	200	0	0	0	0	26	757	3	45	