

# LOMPOC PUBLIC LIBRARY SYSTEM LIBRARY COMMISSION REGULAR MEETING AGENDA

TUESDAY, AUGUST 14, 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 June 12, 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. Discussion about Joint Commission meeting with City Council on June 19, 2018

  An oral report will be given at the meeting.
- **B.** Summer Reading Program and Restroom Renovation Updates An oral report will be given at the meeting.

# 9. LIBRARY DIRECTOR'S JUNE/JULY 2018 REPORT

### 10. ROUNDTABLE

Remarks by Commissioners and Staff

# 11. ADJOURNMENT

The next regular meeting will be held on Tuesday, September 11, 2018 at the Lompoc Public Library, 501 E. North Ave., Lompoc, at 10:00 AM.

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: <a href="www.cityoflompoc.com">www.cityoflompoc.com</a> 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, June 12, 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: Maricela Barraza, Molly Gerald, Luella Knowles, Chairperson Ann Ruhge,

Ron Stassi

Commissioners Absent: None

Staff Present: Library Director Sarah Bleyl, Library Administrative Aide Lee Edie

Others Present: Judith Dale and Barbara Raggio, County Library Advisory Committee members

# 2. Adoption of Agenda

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

# 3. Approval of Minutes

ACTION: Motion/Second: Stassi/Gerald. By a 4-0 vote, Commission approved the minutes of the May 8, 2018 regular meeting.

# 4. Presentations

None.

# 5. Public Comment

Library Advisory Committee member Judith Dale thanked staff for their connection with supervisors regarding recent budget decisions.

# 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

# A. County Budget Update

The Library Director reported that she and Council Member Osborne met with Supervisor Hartmann and she and Council Member Mosby met with Supervisor Adam regarding recent Board of Supervisors decision on library funding and was encouraged by the response received.

At the June 5, 2018 Board of Supervisors meeting, supervisors voted to maintain the status quo for fiscal year 18/19. County staff will work with the four zone library directors in coming up with a plan for moving forward.

Commissioner Gerald expressed disappointed that special funding was not provided to the Village Library and would like to see advocacy for more money as often as possible. In comparing the Village Library with branches in Carpintaria or Montecito, its needs are as great. Commissioner Ruhge agreed.

# B. Discussion about Joint Commission meeting with City Council on June 19, 2018

The Library Director led the discussion related to topics for the joint Library Commission and City Council meeting scheduled for June 19, 2018. Commissioners Barraza and Knowles advised that they had prior commitments and could not attend. Topics discussed included successes, challenges, quantitative information and changes based on community needs and commissioners chose topics to report on at the meeting.

# 9. Library Director's May report and updates

The Library Director presented the staff report. In addition to the written report, the Director informed the Commission of:

- Receipt of a \$7,500 state grant for bilingual materials
- Receipt of a \$2,500 CALIFA Disaster grant provided to Santa Barbara County communities for natural disaster recovery and children's materials as a result of last year's fires and flooding.
- The bookmobile was one of the vehicles at the Touch a Truck event where 420 people came on board and 65 registered for the Summer Reading Program.
- Summer Reading Program registration began on 6/8/18 and in three days staff registered 100 adults and 400 children.
- There will an announcement this week of the new city manager and an introduction made at the June 19, 2018 city council meeting.
- Met with Vandenberg Village Community Services District General Manager Joe Barget about library operations and cleared up some misunderstandings. She also met the Mission Hills Community Services District General Manager Loch Driezler.

#### 10. Roundtable

Commissioner Stassi shared his appreciation for staff's work on the current county budget matters. He indicated that the Vandenberg Village Association may be interested in making a donation to the Village Library and asked for a list of needs.

Commissioner Ruhge expressed concern regarding the appearance of the Lompoc Library grounds specifically with scattered planter bark, weeds in planters and gophers.

# 11. Adjournment

The meeting was adjourned by Chairperson Ruhge at 11:09 AM. The next meeting will be a Special Joint meeting with the Lompoc City Council on Tuesday, June 19, 2018 at 6:00 PM. The next Regular meeting will be held on Tuesday, July 10, 2018 at 10:00 AM at the Lompoc Public Library, 501 E. North Ave., Lompoc.

Secretary by
Lee Edie, Library Administrative Aide

# LOMPOC PUBLIC LIBRARY SYSTEM JUNE/JULY STAFF REPORT

## BLACK GOLD COOPERATIVE LIBRARY SYSTEM

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

Date	Black Gold Committee	Attended By
6/1/18	Administration Council	Sarah Bleyl
7/11/18	Automated Technical Services and Operations	Christine Bolivar
7/20/18	Administration Council	Sarah Bleyl

#### COUNTY OF SANTA BARBARA LIBRARY SERVICES

The Board of Supervisors restored library funding for FY18-19 and directed county staff to work with the library directors to come up with recommendations for a new funding formula for the county library system.

The next LAC meeting is scheduled for September.

# LIBRARY OPERATIONS - LOMPOC, VILLAGE AND CHARLOTTE'S WEB

# General Update

All-staff meetings were held June 4 and July 1.

In June, the library received a grant from the California State Library to purchase bilingual children's books. The total award was \$7500. In July, the library received another \$7500 grant from the state library to purchase a variety of non-fiction books for all ages.

The director will be giving a presentation about the Summer Reading Program statistics at the Lompoc City Council meeting on September 4, during National Library Card Signup Month.

The Summer Reading Program will conclude August 3<sup>rd</sup>. Prize winners will be notified after the wrap-up parties for children, teens, and adults.

# Lompoc Library

Eighty adults attended programs in June and 106 attended programs in July. Total children's program attendance and class visits was 1,556 in June and 1,556 in July (this is not a typo, both months had the same attendance).

Deselection of the adult fiction section continues.

A video taken during a summer reading program and posted on both the library's and city's Facebook pages shows the lack of available parking in either the lot or the city streets. Approximately 1,500 people viewed this video, shared, or commented on it.

# Village Library

Total children's program attendance and class visits was 518 for the month of June and 521 for July.

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

A patron crashed into the Village Library's marquee sign. Library staff is working with the county to have the sign repaired or replaced.

# Charlotte's Web

In the month of June, 1104 children visited the bookmobile; 1335 visited in July.

Bookmobile manager Rachell Frazian is meeting with and planning afterschool stops for the new school year. She is attending staff meetings for the various organizations the bookmobile visits and presenting the bookmobile's purpose and policies.

Ms. Frazian applied for and received a \$1,500 grant from Dollar General's Summer Reading Initiative and created a Graphic Novel Book Club with kids at the YMCA and the Boys and Girls Club during the Summer Reading Program. A total of 58 children attended the various events and her work inspired the Boys and Girls Club to help the kids create their own books, concluding with a special program at the library in August.

The bookmobile started an Instagram account, please follow charlottes.web.bookmobile on Instagram.

## PROGRAMMING AND OUTREACH SERVICES

In June, six adult programs were held with a total of 80 attendees; forty-one programs and class visits were held for teens and children, with a total attendance of 2,074. In July, seven adult programs were held with a total of 106 attendees; forty-three programs and class visits were held for teens and children, with a total attendance of 2,077.

During June and July, over one thousand people visited the bookmobile at the Old Town Market.

In June, Ms. Rocha visited with 175 students at Miguelito Elementary to speak about the Summer Reading Program and presented an outreach storytime at Early Steps to Learning Preschool. In July, she visited Las Flores Migrant Headstart to present a storytime and sign up children for the Summer Reading Program.

# Lompoc Public Library System FY2018/19 Reference and Program Statistics

	Jul Aug Sep Oct			ct	N	ov	D	Dec Jan				Feb Mar				Apr M			av Jun			Previous				
LOMPOC LIBRARY	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	Current Year Total	Year Total
Adult Reference Questions	668	576	2010	543	2010	542	2010	688	2010	503	2010	435	2013	654	2013	495	2013	540	2013	699	2013	529	2013	641	668	6.845
Adult Computer Questions	906	677		588		592		848		617		627		767		733		781		961		999		1,290	906	9,480
Youth Services Questions	1,426	1,805		1.688		1.568		1.684		1.537		1.877		1.400		1.273		1,312		1.285		907		1,295	1.426	17.631
WiFi Users	1,212	1,313		1,303		1,262		1,275		1,169		1,087		1,172		1,110		1,191		1,134		1,177		1,215	1,212	14,408
Computer Sessions	3,702	4,495		3,468		3,747		4,159		3,539		4,023		3,723		3,454		3,893		3,670		3,346		3,525	3,702	45.042
Adult Volunteer Hours	162.5	163.5		174.1		163		191.5		158		150.5		160.75		154.5		153.25		145		171.75		150	162.5	1,936
Youth Volunteer Hours	232	201.25		88.5		23.5		92.5		79.5		57.25		30		38.75		28.25		20.75		40.25		266.5	232	967
Total Circ	24,122	25,137		22,088		20,485		22,424		19,728		18,709		21,271		18,756		21,857		20,966		20,670		23,067	24,122	255,158
ILL - In	24,122	20,107		0		20,400		0		0		10,700		0		0,700		21,007		20,000		20,070		20,007	24,122	3
ILL - Out	0	0		1		1		1		0		1		0		0		0		0		0		0	0	4
GG (Grossman Gallery): Rentals	1	7		7		. 8		7		10		9		8		8		10		5		2		2	1	83
GG: Library mtgs & progrms	27	31		21		22		28		16		23		21		19		31		24		28		28	27	292
People Counter	14,684	16.683		15.734		14.362		14.749		11.640		10.540		12.130		11.099		14.502		12.798		13.353		15.614	14.684	163.204
Programs: # of & attendance	# Attnd	# Attnd	# Attnd		# Attnd		# Attnd	# Attnd	# Attnd		# Attnd	- /	# Attnd	,	# Attnd		# Attnd		# Attnd	,,	# Attnd		# Attnd	# Attnd	# Attnd.	# Attnd.
Adult	7 106	13 85	71110	9 109	" /tturo	7 54	<i>"</i> / ttt10	8 69	7 7 11110	6 69	<i>n</i> / ttt10	5 34	" /tttiid	4 73	" /ttild	5 51	# /tttria	4 64	" /tttiid	9 167	# / ttt1G	5 61	" /tttiid	6 80	7 106	81 916
Young Adult	6 150	3 54		2 36		1 5		4 68		1 13		3 39		0 0		1 24		4 82		0 0		1 15		5 67	6 150	25 403
School		55 1.848		10 557		12 89		17 174		17 157		14 297		17 170		15 168		16 156		14 112		26 479		17 1.093	17 1.013	230 5.300
Preschool	11 393	11 220		6 106		18 533		22 542		16 425		11 211		13 283		14 244		19 408		20 463		18 384		10 396	11 393	178 4.215
Adult Outreach	0 0	0 0		0 100		0 000		0 0		1 12		0 0		0 0		1 100		0 0		0 0		1 100		0 0	0 0	3 212
Youth Outreach	1 26	1 21		1 18		1 16		0 0		1 21		0 0		1 25		1 14		2 102		3 48		3 98		2 189	1 26	16 552
VILLAGE LIBRARY	Jı		Au		9	ер	0	ct	N	Nov		Dec		1 20		Feb Ma		2 102 0 10		Mav		Jun		Current	Previous	
VILLAGE EIBRART	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	Year Total	Year Total
Adult Reference Questions	184	300	2010	273	2010	240	2010	232	2010	209	2010	197	2013	206	2013	188	2013	205	2013	172	2013	195	2013	218	184	2.635
Adult Computer Questions	50	46		96		61		67		58		56		104		101		72		56		92		66	50	875
WiFi Users	300	185		285		289		296		262		218		247		254		254		272		318		20	300	2.900
Computer Sessions	209	218		272		230		249		190		229		271		245		266		258		332		310	209	3.070
Adult Volunteer Hours	38.75	37		44.25		28.25		38.25		37.75		18		27.25		35.75		23.5		35		41		34.5	38.75	401
Youth Volunteer Hours	51	5		11.20		20.20		00.20		07.70		0		0		00.70		20.0		00				01.0	51	14
Total Circ	4,256	3,915		3.999		3,901		3.734		3.614		3,280		3,584		3.182		3.788		3,333		3.913		4,318	4,256	44,561
People Counter	5.047	1.874		2.433		2.187		1.917		1.823		1.650		2.084		1.678		2.108		1.835		4.361		5.379	5.047	29.329
Programs: # of & attendance	# Attnd	# Attnd	# Attnd		# Attnd	# Attnd	# Attnd	# Attnd	# Attnd	# Attnd	# Attnd		# Attnd	# Attnd	# Attnd		# Attnd	# Attnd	# Attnd		# Attnd		# Attnd	# Attnd	# Attnd.	# Attnd.
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Preschool	5 78	4 38		5 81		4 124		4 81		5 78		0 0		5 102		4 31		4 71		4 107		5 88		6 116	5 78	50 917
Adult Outreach	0 0	0 0		0 0		0 0		0 0		0 0		0 0		0 0		0 0		1 6		0 0		0 0		0 0	0 0	1 6
Youth Outreach	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
CHARLOTTE'S WEB LIBRARY	Jı	ıl	Au	ın	S	ер	0	ct	N-	οv	D	ec	.la	an	F	eb	М	ar	Δ	vor	М	av		un	Current	Previous
CCOTTE O TIED EIDICART	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	Year Total	Year Total
Reference Questions	109	136	20.0	93	2010	139	2010	162		158	20.0	14	20.0	150	20.0	226	2010	271	2013	171	2010	132	2010	146	109	1.798
Volunteer Hours	.30	.50		0		00		0		 0		n		. JO		0		-71		.,,		n.32		. 10	.00	.,. 50
Total Circ	575	482		597		357		413		344		237		297		457		546		615		350		421	575	5,116
Honor Books	192	93		79		457		461		461		35		307		261		355		278		404		59	192	3.250
People Counter	1,335	1.068		731		700		1.174		712		369		552		779		860		654		892		1.125	1,335	9,616
Programs: # of & attendance	# Attnd		# Attnd		# Attnd		# Attnd		# Attnd	# Attnd	# Attnd	# Attnd	# Attnd	# Attnd	# Attnd		# Attnd	# Attnd	# Attnd		# Attnd		# Attnd	# Attnd	# Attnd.	# Attnd.
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School Ages	15 1068	0 0		0 0		15 683		15 867		13 629		5 224		1 22		1 60		3 191		2 125		14 812		10 870	15 1,068	79 4,483
Preschool Ages	4 167	1 28		0 0		1 7		2 178		2 30		1 50		1 50		2 67		4 128		5 52		1 4		4 155	4 167	24 749
Adult Outreach	4 100	0 0		0 0		2 20		2 178		3 63		1 27		3 50		3 68		4 120		6 120		2 131		3 100	4 100	29 831
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