



**LOMPOC PUBLIC LIBRARY SYSTEM  
LIBRARY COMMISSION  
SPECIAL MEETING (REVISED) AGENDA**  
TUESDAY, JULY 9, 2019, 10:00 AM  
LOMPOC PUBLIC LIBRARY GROSSMAN GALLERY  
501 E. NORTH AVENUE, LOMPOC, CA  
PRESIDING: ANN RUHGE, CHAIRPERSON

**1. CALL TO ORDER**

**2. ADOPTION OF AGENDA**

**3. APPROVAL OF MINUTES**

Minutes of the May 14, 2019 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. Budget Update**

An update will be provided at the meeting.

**9. LIBRARY DIRECTOR'S MAY/JUNE REPORT**

**10. ROUNDTABLE**

Remarks by Commissioners and Staff

**11. ADJOURNMENT**

The next regular meeting is scheduled for Tuesday, August 13, 2019 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 City Hall Admin Conference Room  
100 Civic Center Plaza, Lompoc, CA 93436  
Tuesday, May 14, 2019, 10:00 AM  
Special Meeting Minutes**

**1. Call to Order**

Chairperson Ruhge called the meeting of the Lompoc Library Commission to order at 10:00 AM.

Commissioners Present: Chairperson Ann Ruhge, Maricela Barraza, Molly Gerald, Luella Knowles

Commissioners Absent: Ron Stassi

Staff Present: Library Director Sarah Bleyl, Library Admin Assistant Lee Edie

Others Present: Cathy Rudolph, Friends of the Library President

**2. Adoption of Agenda**

ACTION: Motion/Second: Gerald/Barraza. By a 3-0 vote, Commission approved discussion of agenda items in order as presented.

**3. Approval of Minutes**

ACTION: Motion/Second: Gerald/Ruhge. By a 3-0 vote, Commission approved the minutes of the February 12, 2019 regular meeting.

**4. Presentations**

None.

Commissioner Knowles arrived at 10:05 AM.

**5. Public Comment**

None.

**6. Library Support Activities**

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

Friends President Cathy Rudolph reported that the April book sale was well-attended and brought in income of a little over \$2,600. She further advised that, due to the April book sale falling on the same weekend as SpringFest, Friends volunteers have obligations with other organizations at that event. In light of this, the April book sale will be scheduled the second weekend of April beginning in 2020. Ms. Rudolph also reported receipt of a \$300,000 donation received from the estate of Edythe Ayers. Plans are to use it for new carpet at the Lompoc Library and update self-check kiosks and security gates as funds permit.

**B. Library District Libraries Foundation**

A report was not provided by the Foundation. The library director advised that at this point Foundation board members are in accord to continue the organization.

**7. Correspondence**

None.

## **8. Business**

### **A. Library Art Advisory Committee Update**

With the recent resignation of Carol Oliveira, the Library Art Advisory Committee, at their February 7, 2019 meeting, discussed and recommended Ann Thompson to complete Mrs. Oliveira's term which ends January 2020.

ACTION: Motion/Second: Gerald/Knowles. By a 4-0 vote, Commission approved the appointment of Ann Thompson to the Library Art Advisory Committee to complete Carol Oliveira's term ending January 2020.

### **B. Budget Update**

The City Council has made no decisions to date. Their next meeting is a special budget workshop on Wednesday, May 15, 2019. Staff has been tasked with providing a list of cuts and needs.

The County ad hoc committee will continue to meet and work on the funding situation. It is expected that the funding for libraries will remain status quo for the 19/20 fiscal year.

## **9. Library Director's February-April report and updates**

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

- The Lompoc Library restroom renovation project began May 13, 2019.
- Dominic Keen has been hired to fill the Library Technician II position and will start work on May 28, 2019.
- The space near the adult fiction will be an adult study area. Funding from the Friends of the Library, the state library, and remaining funds from the Turducken Dinner Group, will be used to purchase new furnishings.
- Items are being deselected from various collections and shelves will be better arranged in anticipation of re-carpeting later this year.

## **10. Roundtable**

Commissioner Ruhge, who volunteers at the Bridge House, shared that they are raving about the bookmobile visits. The library director indicated that Hapgood School is also doing well and thanked Commissioner Barraza for being instrumental with making that connection happen.

Commissioner Ruhge suggested using the library website to talk about the new books coming in. The library director indicated that this information is available on the Black Gold Cooperative Library website, however staff may be able to do a highlight occasionally.

## **11. Adjournment**

Chairperson Ruhge adjourned the meeting at 11:20 AM. The next regular meeting is scheduled for Tuesday, June 11, 2019 at the Lompoc Public Library, 501 E. North Ave., Lompoc, at 10:00 AM.

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Secretary by  
Lee Edie, Library Administrative Aide

## LOMPOC PUBLIC LIBRARY SYSTEM MAY/JUNE STAFF REPORT

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### BLACK GOLD COOPERATIVE LIBRARY SYSTEM

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Black Gold Cooperative Library System meetings are attended on an ongoing basis. These include: Administrative Council, Reference and Adult Services, Youth Services, and Automated and Technical Services.

Maureen Theobald, the executive director of Black Gold, retired in June 2019. Glynis Fitzgerald is acting as director until a replacement can be hired. The library directors will be working with a facilitator to determine a strategy for new leadership/management of Black Gold in the next few months.

### COUNTY OF SANTA BARBARA LIBRARY SERVICES

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The Library Advisory Committee continues to meet on a quarterly basis. The LAC ad hoc committee working on budget recommendations and the funding situation will continue to meet at least once a month for the 19/20 fiscal year. Members of the ad hoc committee will be focusing on benchmarks for county libraries and a possible tax measure.

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

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#### *General Update*

Library staff attended the annual City of Lompoc Senior Expo in May and provided attendees with library information and free book giveaways. Approximately 150 people stopped by the library table to learn more.

The Summer Reading Program, Showtime at Your Library, runs from June 1 – July 26. There will be prizes and programs for readers of all ages.

The Librarian II position is vacant. A recruitment will begin sometime this summer.

The library received a \$5,000 Crisis Collection Funding grant from the California State Library to purchase materials to help patrons that may be experiencing impacts due to some type of natural disaster or other crisis.

#### *Lompoc Public Library*

The restroom renovation began in May and will be completed in July.

Dominic Keen started work in May as the Library Technician II.

The space near the adult fiction section will be an adult study area. With funds received from the state library, the Friends, and the Turduckens, new furniture has been purchased and some shelving has been moved. The furniture has arrived and finishing touches will be made to the space over the next few months.

Total children’s and teen program attendance was 2,758 for the months of May and June; 191 adults attended programs during that time.

The Lompoc Record was recently digitized and is now available for patron use on computers inside the Lompoc Library.

### *Village Library*

Sarah Starbuck was hired to replace the outgoing manager. After training at both the Lompoc and Village Libraries, she began working exclusively at the Village Library in the middle of June.

Due to a lack of sustainable funding, the Village Library will be closed Saturdays beginning in July. The county funding currently pays for the library to be open a total of 24 hours.

Total children's program attendance was 510 for the months of May and June. Forty-two adults attended programs.

### *Charlotte's Web Mobile Children's Library*

The bookmobile attended the Children's Montessori School's annual Touch-a-Truck event in May, with 400 attending.

Local television station KCOY featured the bookmobile on their "On the Road" segment, interviewing the librarian and local children.

The Dollar General Summer Reading Grant for \$1,200 was awarded to the bookmobile to enhance the Graphic Novel Book Club.

Summer stops began in June and will continue until September. These stops include the bookmobile attending the Old Town Market every Friday evening.

In June, the bookmobile made a special stop at Lompoc High School to partner with the Santa Barbara Mobile Food Bank.

In the months of May and June, 1,205 children and families visited the bookmobile.

## **PROGRAMMING AND OUTREACH SERVICES**

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During the months of May and June, 233 adults attended a library program, while 3,268 youth and teens attended programs.

Library staff performed outreach to the following places:

- Alma Cena Sana Foodbank
- Bridge House Shelter
- Cabrillo High School
- Fillmore Head Start
- Lompoc Terrace and Santa Rita Housing areas
- Manzanita Public Charter School
- Miguelito Elementary School
- Parks and Recreation Summer Camp
- Recovery Way Home

Lompoc Public Library System  
FY2018/19 Reference and Program Statistics

LOMPOC LIBRARY	Jul		Aug		Sep		Oct		Nov		Dec		Jan		Feb	
	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2019	2018	2019	2018
	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attnd
Adult Reference Questions	668	576	509	543	541	542	705	688	456	503	254	435	459	654	426	495
Adult Computer Questions	906	677	1,111	588	791	592	1,052	848	714	617	533	627	924	767	801	733
Youth Services Questions	1,426	1,805	1,257	1,688	1,146	1,568	1,492	1,684	1,004	1,537	836	1,877	1,210	1,400	1,245	1,273
WiFi Users	1,212	1,313	1,159	1,303	1,172	1,262	1,114	1,275	986	1,169	882	1,087	1,105	1,172	1,128	1,110
Computer Sessions	3,702	4,495	3,835	3,468	3,197	3,747	3,934	4,159	2,863	3,539	2,195	4,023	3,156	3,723	3,066	3,454
Adult Volunteer Hours	162.5	163.5	156.5	174.1	133	163	180	191.5	149.5	158	96	150.5	160	160.75	150.75	154.5
Youth Volunteer Hours	232	201.25	52.5	88.5	8	23.5	16	92.5	17	79.5	8.25	57.25	11	30	6.5	38.75
Total Circ	24,122	25,137	20,818	22,088	20,551	20,485	21,714	22,424	18,954	19,728	16,905	18,709	20,957	21,271	20,275	18,756
ILL - In	0	1	1	0	1	1	0	0	0	0	1	1	1	0	0	0
ILL - Out	0	0	0	1	1	1	0	1	0	0	0	1	0	0	1	0
GG (Grossman Gallery): Rentals	1	7	1	7	3	8	3	7	1	10	1	9	1	8	2	8
GG: Library mtgs & progrms	27	31	22	21	16	22	25	28	21	16	13	23	24	21	21	19
People Counter	14,684	16,683	13,282	15,734	11,076	14,362	13,745	14,749	11,094	11,640	8,205	10,540	12,150	12,130	11,702	11,099
<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>
Adult	7	106	13	85	7	118	9	109	4	80	7	54	6	126	8	69
Young Adult	6	150	3	54	3	41	2	36	1	12	1	5	4	31	4	68
School	17	1013	55	1,848	5	441	10	557	12	74	12	89	21	224	17	174
Preschool	11	393	11	220	0	0	6	106	13	251	18	533	17	366	22	542
Adult Outreach	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	12
Youth Outreach	1	26	1	21	4	504	1	18	2	115	1	16	1	23	0	0
<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>	
	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2019	2018	2019	2018
Adult Reference Questions	184	300	223	273	165	240	246	232	180	209	194	197	250	206	243	188
Adult Computer Questions	50	46	80	96	59	61	75	67	48	58	60	56	94	104	92	101
WiFi Users	300	185	320	285	327	289	309	296	299	262	280	218	299	247	308	254
Computer Sessions	209	218	262	272	241	230	221	249	201	190	173	229	290	271	194	245
Adult Volunteer Hours	38.75	37	30.5	44.25	29.5	28.25	29	38.25	26.5	37.75	20.25	18	38.75	27.25	19	35.75
Youth Volunteer Hours	51	5	6	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Circ	4,256	3,915	4,067	3,999	4,012	3,901	4,530	3,734	3,821	3,614	3,276	3,280	4,498	3,584	4,291	3,182
People Counter	2,524	1,874	2,362	2,433	1,994	2,187	2,164	1,917	1,974	1,823	1,558	1,650	2,350	2,084	1,933	1,678
<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>
Adult	0	0	1	8	1	12	1	8	1	10	1	8	2	20	1	8
Young Adult	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
School	4	443	5	195	1	103	1	48	0	0	0	0	0	0	0	0
Preschool	5	78	4	38	6	77	5	81	6	80	4	124	7	86	4	81
Adult Outreach	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Youth Outreach	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<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>	
	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2019	2018	2019	2018
Reference Questions	109	136	90	93	209	139	237	162	125	158	117	14	183	150	127	226
Volunteer Hours	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Circ	575	482	552	597	317	357	465	413	407	344	235	237	461	297	572	457
Honor Books	192	93	23	79	428	457	421	461	286	461	282	35	326	307	186	261
People Counter	1,335	1,068	743	731	746	700	1,337	1,174	558	712	478	369	475	552	439	779
<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>
Young Adult	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
School Ages	15	1068	0	0	8	297	0	0	16	495	15	683	18	787	15	867
Preschool Ages	4	167	1	28	7	260	0	0	5	125	1	7	5	300	2	178
Adult Outreach	4	100	0	0	5	186	0	0	6	126	2	20	5	250	2	178

Lompoc Public Library System  
FY2018/19 Reference and Program Statistics

LOMPOC LIBRARY	Mar		Apr		May		Jun		Current Year Total	Previous Year Total										
	2019	2018	2019	2018	2019	2018	2019	2018												
Adult Reference Questions	505	540	469	699	529	529	610	641	6,131	6,845										
Adult Computer Questions	910	781	1,003	961	953	999	886	1,290	10,584	9,480										
Youth Services Questions	1,228	1,312	1,216	1,285	1,181	907	1,400	1,295	14,641	17,631										
WiFi Users	1,150	1,191	1,056	1,134	1,001	1,177	1,099	1,215	13,064	14,408										
Computer Sessions	3,336	3,893	3,138	3,670	3,260	3,346	3,253	3,525	38,935	45,042										
Adult Volunteer Hours	166.75	153.25	192	145	190.5	171.75	161.25	150	1898.75	1,936										
Youth Volunteer Hours	12.5	28.25	0	20.75	72	40.25	151	266.5	586.75	967										
Total Circ	20,733	21,857	19,949	20,966	20,177	20,670	22,375	23,067	247,530	255,158										
ILL - In	1	0	0	0	0	0	0	0	5	3										
ILL - Out	0	0	0	0	0	0	0	0	2	4										
GG (Grossman Gallery): Rentals	4	10	2	5	1	2	1	2	21	83										
GG: Library mtgs & progrms	26	31	21	24	10	28	24	28	250	292										
People Counter	13,055	14,502	12,590	12,798	13,382	13,353	15,860	15,614	150,825	163,204										
<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>				
Adult	6	75	4	64	5	90	9	167	3	37	5	61	8	154	6	80	66	1,121	81	916
Young Adult	8	68	4	82	2	6	0	0	3	32	1	15	3	45	5	67	41	478	25	403
School	22	234	16	156	20	226	14	112	30	454	26	479	37	1770	17	1,093	235	5,045	230	5,300
Preschool	10	218	19	408	14	303	20	463	8	132	18	384	9	325	10	396	122	2,811	178	4,215
Adult Outreach	0	0	0	0	0	0	0	0	1	100	1	100	0	0	0	0	3	200	3	212
Youth Outreach	3	110	2	102	3	150	3	48	4	299	3	98	0	0	2	189	26	1,464	16	552
<b>VILLAGE LIBRARY</b>	<b>Mar</b>		<b>Apr</b>		<b>May</b>		<b>Jun</b>		<b>Current Year Total</b>	<b>Previous Year Total</b>										
	<b>2019</b>	<b>2018</b>	<b>2019</b>	<b>2018</b>	<b>2019</b>	<b>2018</b>	<b>2019</b>	<b>2018</b>												
Adult Reference Questions	299	205	224	172	196	195	117	218	2,521	2,635										
Adult Computer Questions	90	72	84	56	107	92	84	66	923	875										
WiFi Users	309	254	271	272	292	318	283	20	3,597	2,900										
Computer Sessions	276	266	250	258	255	332	211	310	2,783	3,070										
Adult Volunteer Hours	33.25	23.5	39.25	35	42.5	41	32.2	34.5	379.45	401										
Youth Volunteer Hours	0	0	0	0	14	0	26.5	9	97.5	14										
Total Circ	4,456	3,788	3,873	3,333	3,753	3,913	3,927	4,318	48,760	44,561										
People Counter	2,089	2,108	1,973	1,835	2,225	2,181	2,660	2,690	25,806	24,460										
<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>				
Adult	2	18	0	0	2	20	0	0	3	17	0	0	3	25	0	0	19	165	6	41
Young Adult	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
School	0	0	0	0	0	0	0	0	2	111	4	338	3	402	11	965	11	965	11	756
Preschool	4	61	4	71	4	92	4	107	5	114	5	88	3	58	6	116	57	877	50	917
Adult Outreach	0	0	1	6	0	0	0	0	0	0	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
<b>CHARLOTTE'S WEB LIBRARY</b>	<b>Mar</b>		<b>Apr</b>		<b>May</b>		<b>Jun</b>		<b>Current Year Total</b>	<b>Previous Year Total</b>										
	<b>2019</b>	<b>2018</b>	<b>2019</b>	<b>2018</b>	<b>2019</b>	<b>2018</b>	<b>2019</b>	<b>2018</b>												
Reference Questions	185	271	118	171	158	132	111	146	1,769	1,798										
Volunteer Hours	0	0	0	0	0	0	0	0	0	0										
Total Circ	654	546	752	615	431	350	317	421	5,738	5,116										
Honor Books	283	355	159	278	5	404	75	59	2,666	3,250										
People Counter	674	860	531	654	769	892	436	1,125	8,521	9,616										
<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>				
Young Adult	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
School Ages	15	491	3	191	15	267	2	125	20	498	14	812	19	380	10	870	168	5,840	79	4,483
Preschool Ages	4	134	4	128	5	85	5	52	10	62	1	4	12	20	4	155	62	1,278	24	749
Adult Outreach	6	49	4	74	10	170	6	120	11	209	2	131	13	36	3	100	78	1,394	29	831