

**Lompoc Library Commission
Lompoc Public Library
501 E. North Ave., Lompoc, CA 93436
Tuesday, October 10, 2017, 10:00 AM
Regular Meeting Minutes**

1. Call to Order

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

Others Present: County Library Committee (LAC) representative Judith Dale

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: Stassi/Knowles. By a 4-0 vote, Commission approved the minutes of the September 12, 2017 regular meeting.

4. Presentations

None.

5. Public Comment

County Library Committee representative Judith Dale shared that the County awarded the consulting firm of Management Partners, at a cost of \$75,000, which will study the county's library structure and prepare a report. Mrs. Dale was on the selection committee and members will be asked to provide information needed by the consultant.

6. Library Support Activities

A. Friends of the Lompoc Public Library System

No report was provided. Staff shared that the upcoming book sale will be held Oct. 19-21, 2017.

B. Library District Libraries Foundation

Foundation President Melinda Aguirre was unable to attend and submitted the following report:

- The fall newsletter will be mailed out soon.
- Reminder of the Chamber Mixer to be held on November 9 from 5:30-7:30 in Grossman Gallery; the theme will be "A Tribute to Charlotte Benton."
- Next LDLF meeting is October 12, 2017, 4:30 PM at the Lompoc Library.

7. Correspondence

None.

8. Business

A. Library Advisory Committee Discussion

The Library Director advised that the consultant selected by the County, Management Partners, will be looking at finances and how money is split within each zone and ways to improve. The consultant will be holding meetings with the selection committee and then a general meeting. They also will hold individual

interviews with zone representatives and are asking for recommendations of 5 individuals from each zone. Discussion ensued and the individuals suggested are: Library Commissioners Ann Ruhge and Molly Gerald, Friends of the Library President Cathy Rudolph, City Manager Patrick Wiemiller (Management Services Director Brad Wilke as alternate), Vandenberg Village resident Chris Pauley and/or obtain suggestions from the Village Library Branch Supervisor, and the Library Director.

B. FY17/19 Budget Update

Generally speaking about the budget, staff reported that with the City's conversion to a new finance management system, some training has been provided on use of the new system. The new system has many checks and balances in place to alleviate the opportunity of embezzlement of funds as recently reported happening with the County of Santa Barbara. Staff advised that it is still awaiting final budget numbers from Finance.

In response to the inquiry by Commissioner Ruhge, at the September meeting, regarding the \$250,000 CDBG funds that were allocated to another City project and are to be replaced with non-specific funds, the Library Director reported that the City Manager has indicated that nothing has changed and the funds are still available to the Library. Commissioners expressed concern that there is no specific account showing the designated money to the Library, and with the current budget forecast, the City Council might appropriate any non-pledged funds for other needs. Commissioners would like to have the money specifically designated to the Library and have clarification as to how the money can be spent.

9. Library Director's September report and updates

The Library Director presented the staff report and added the following:

- Lompoc Reads – draw more attention to the library.
- Valley of Flowers Peace Prize nomination: Lompoc Public Library System. Commissioners congratulated Ms. Bleyl on her leadership.
- A tour of the bookmobile was provided to visiting City of Goleta officials; many questions were asked.
- Ms. Frazian has revamped interior of bookmobile and brings new ideas to program.
- Library Manager Sara Bankston has tendered her resignation with October 19, 2017 as her last day of work.
- A portion of the north lawn is dug up to investigate a couple of water leaks. Staff plans to challenge the cost of water on the next utility bill and ask for a reduction since there has been no beneficial use of water.

10. Roundtable

Commissioner Gerald asked for an update on the library restrooms. There being none since the September Commission meeting, staff was asked for a report from the project manager for the next meeting.

Commissioner Gerald said that she has spoken with many people about the Library Commission vacancy and no follow through has been received by individuals expressing interest.

Regarding the statistics report, Commissioner Stassi suggested that the stats columns have a more exact comparison from the previous year to the current year with a year-to-date column comparison with the same period the prior year.

11. Adjournment

The meeting was adjourned by Chairperson Ruhge at 10:45 AM. The next Regular meeting will be held on Tuesday, November 14, 2017 at 6:00 PM at the Village Library, 3755 Constellation Rd., Lompoc.