

LIBRARY ADVISORY BOARD MINUTES

October 28, 2019, 5:32 p.m.

Members Present: Anne West, Chair, Margie Wells, Vice Chair, Susan Kellicut, G.K. Sharman, Beverly Courtney, Raychel Garcia **Members Absent:** Vacant seat

Members of the Public:

Staff: Christine Patten, Library Services Division Manager, Carla Prendergast

- 1) Ms. West called the meeting to order at 5:32 p.m. and noted that there was a quorum for the October 28, 2019 Library Advisory Board Meeting. The motion was made to accept the official minutes from September 30, 2019 by Ms. West, which was seconded by Ms. Wells, and approved by unanimous vote.
- 2) Ms. Patten provided an update on the Leisure Services Department Master Planning process and proposed referendum. The Library will not be included in the referendum initiative, which is planned to include Parks, Trails, Greenways and Natural Lands. The County Attorney advised that the Library is too different to be rolled into the proposed referendum and Mr. Abel, Deputy County Manager said that the cost would be too high. The Library will include a request for funding in the FY 20/21 budget for a Library Facilities Master Plan that will look at the need for expansion of the library facilities and services.
- 3) Ms. Patten provided an update on the renovations of the East Branch public restrooms to meet current Americans with Disabilities Standards. The East Branch Library will be closed during the extensive renovations. The construction is scheduled to start in December 1, 2019 and continue until February 28th. The vendor expects the renovations to be completed by the end of January. The renovation includes removing and replacing the plumbing, electrical wiring, fixtures, and tile flooring. Three additional library restroom renovations are funded for FY 2019/20.
- 4) The scope was prepared for the redesign and renovation of the Northwest Branch parking lot. The Northwest Branch is planning to be open during the renovation. The current plan is for the staging of equipment and materials to be done on the park property.
- 5) The Library is soliciting quotes from vendors to propose for the FY 20/21 budget that the County fund a project to install a Radio Frequency ID system which would allow enhance self-checkout.
- 6) Ms. Prendergast provided information to the Library Advisory Board about the Library's Books Mail program, Collection Connection outreach to nursing homes and assisted living centers and Book Bounce outreach program to day care centers and preschools. The Library will have a booth at Great Day in the Country. Ms. Prendergast reported on efforts to reach new residents moving into apartment communities. The Library is planning to offer a Pop-up Library to attract new patrons.
- 7) Good of the order
- 8) The meeting adjourned at 6:35 PM. Next meeting December 2, 2019 at 5:30 PM.