



APPROVED
7/27/2015

City of Roseville
Library Board – **Minutes**
Downtown Library
May 18, 2015

Library Board Members Present: Suzanne Dizon, Janice Hanson, Patricia Wick, Andrew Tagg, Samuel Wolfe

Absent Excused: Aldo Pineschi

Library Staff Present: Natasha Casteel, City Librarian
Rendi Hodge, Downtown Library Supervisor
Laura Johnson, Librarian/Secretary

- I. **ROLL CALL** – Ms. Dizon called the meeting to order at 6:30 p.m.
- II. **PLEDGE OF ALLEGIANCE** – Mr. Wolfe led all in the Pledge of Allegiance.
- III. **APPROVAL OF MINUTES** – *A motion to approve the March 23, 2015, meeting minutes was submitted by Ms. Wick; Ms. Hanson seconded and the motion passed unanimously.*
- IV. **PUBLIC COMMENTS** – There were no public comments.
- V. **SPECIAL REQUESTS/REPORTS/PRESENTATIONS**

A. Mobile Library Tour

Ms. Casteel invited the board to tour the newly-arrived Mobile Library after the board meeting. She pointed out that the Mobile Library outreach statistics will be reflected in future Snapshot reports. Ms. Casteel noted that more than a dozen community groups have applied for Mobile Library visits and stated that the library outreach calendar is already full with upcoming events. She reiterated that the new RFID/AMH system will free up staff and allow them to participate in these outreach events. Ms. Casteel noted that the Mobile Library is a very visible outreach tool and added that a promotional video is in production.

Ms. Dizon asked if Ms. Casteel knew how much staff time has been freed up by RFID/AMH. Ms. Casteel stated that she has not had the time yet to run studies to acquire precise figures but that staff are already noticing a difference. She added that staff are able to focus on other projects and plan for never-attempted projects such as inventorying library collections.

Ms. Dizon asked what the new process looks like at the library. Ms. Casteel described the new staffing model that uses customer service zones much like a commercial venture. She stated that staff working within each zone walk customers through each new step.

VI. **REPORTS/ COMMENTS/ LIBRARY BOARD/STAFF**

A. Downtown Library Update:

Ms. Hodge announced that she relocated to the Downtown Library in February to be the supervisor. She pointed out the new carpet throughout the library, and was pleased with how it updates the appearance of the library.

Ms. Hodge noted that the Downtown Library was the first to complete the RFID/AMH project and the response from customers has been very good adding that the service zone model engages customers even more.

Ms. Hodge stated that the library is calm as the school year and programming cycle end. She expects summer will be busy again with many programs and the Summer Reading Program at the library.

Mr. Tagg asked if the security officer position was full-time.

Ms. Casteel stated that the position became full-time about a year ago. She added that security's presence at the Downtown Library prevents issues with some library customers and makes the building more comfortable for everyone. Ms. Hodge noted that the Downtown Library has regular customers who could really benefit from other social services at the library.

Mr. Wolfe asked if this was an issue at the other libraries, too.

Ms. Hodge noted that the Downtown Library's proximity to regional transit and social services such as Salvation Army increased the number of these customers there.

Ms. Wick recommended not offering social worker services at the library to avoid attracting even more customers who could become behavior problems.

B. Library Report:

Ms. Casteel reported on the many staffing changes at the library. She noted that two Library Technician positions have been refilled. Ms. Casteel added that a Librarian and Library Assistant (TPT) will be vacated shortly and she plans to refill these along with a Library Assistant (FT) position made vacant after promoting a staff person.

Ms. Casteel described the Summer Reading Program kickoff parties at all three libraries on Saturday June 6th. She also described the new VolunTeens program that trains and stations up to 55 teenagers at all three libraries over the summer to assist with prize tables and programs.

Mr. Wolfe added that the Library Council helped out in the past, but the VolunTeens is a much larger group and can offer more volunteer hours.

Ms. Casteel stated that the VolunTeens will be hosting an 80's dance party for teens over the summer. She added that the Maidu Library will be getting new carpeting next week.

Ms. Wick asked why there were no volunteer stats on the April Snapshot.

Ms. Casteel responded that some stats were being rotated in and out to showcase different library offerings each month.

Ms. Dizon asked why there was no month-by-month comparison.

Ms. Casteel stated that the comparisons would be misleading as the library transitions from the older, less predictable equipment to the new RFID/AMH equipment.

Ms. Casteel welcomed the board to attend summer events including the End of Summer party on July 31st. She added that the library's goal this year is to read 115,000 books this summer (up from 100,000 last summer).

VII. ADJOURNMENT – *A motion to adjourn was submitted by Ms. Hanson; Ms. Dizon seconded and the motion passed unanimously. The meeting was adjourned at 7:03 p.m.*

The next meeting of the Roseville Library Board will be held on Monday, July 27, 2015, at 6:30 p.m. at the Riley Library.