

SHASTA PUBLIC LIBRARY  
CITIZENS ADVISORY COMMITTEE  
Regular Meeting  
Wednesday, April 2, 2008, 4:00 p.m.  
Redding Library Community Room  
1100 Parkview Avenue, Redding, CA

AGENDA

1. Roll Call

2. Public Comment

Members of the public are entitled under the Brown Act (Government Code §54950 et seq) to address the Commission on any matter within the Commission's subject matter jurisdiction. The Act prohibits the Commission from taking action or discussing the item unless it is already on the agenda.

3. Consent Calendar

The Consent Calendar contains items considered routine and/or which have been individually scrutinized by Committee Members and require no further deliberation. There will be no separate discussion of these items unless an item is removed from the Consent Calendar. If a member of the public wishes to have an item removed for discussion, please fill out a "SPEAKER REQUEST" form and submit it to the City Manager's office before the Consent Calendar is considered.

a. Approval of Minutes From Meeting Held March 5, 2008

b. Approval of Minutes From Meeting Held March 6, 2008

4. Report by Shasta County on State Library Bond Construction Grant

5. Strategic Planning Update

6. Crosswalk Update

7. Director's Comments

8. Committee Comments

9. Adjournment

In compliance with the Americans with Disabilities Act, the City of Redding will make available to any member of the public who has a disability, a needed modification or accommodation (including an auxiliary aid or service) in order for that person to participate in the public meeting. A person needing assistance should contact the City Manager's office either by telephone at (530) 225-5095, in person, by mail at 777 Cypress Avenue, 3<sup>rd</sup> Floor, Redding, California 96001 or by email at lshank@ci.redding.ca.us, at least two (2) working days in advance. Accommodations may include assistive listening devices, accessible seating or documentation in an alternate format.

**SHASTA PUBLIC LIBRARY  
CITIZENS ADVISORY COMMITTEE  
Redding Library Community Room, 1100 Parkview Avenue, Redding, California  
March 5, 2008**

**MINUTES**

**1. Roll Call**

The regular meeting of the Library Advisory Committee was called to order by Peggy O'Lea at 4:00 p.m. on Wednesday, March 5, 2008, with the following Committee Members present: Elaine Grossman, Connie Cleckler, Missy McArthur, and Patte Jelavich. Also present was Interim Library Director Linda Mielke, City of Redding Community Services Director Kim Niemer, LSSI Vice President of West Coast Operations Mark Smith, and LSSI President of Public Library Management Operations Ron Dubberly.

**2. Public Comment**

None.

**3. Election of Officers**

Committee Chair O'Lea opened the nominations for Chair. Missy McArthur nominated Peggy O'Lea and Connie Cleckler seconded. The vote was unanimous. Chair O'Lea then opened the nominations for Vice-Chair. Elaine Grossman nominated Connie Cleckler and Missy McArthur seconded. The vote was unanimous.

**4. Consent Calendar**

With the exception of correcting the misspellings of Committee Member Cleckler's name, approval of the consent calendar was moved, seconded, and passed unanimously.

**5. Report by Shasta County on State Library Bond Construction Grant**

Due to a family emergency on the part of Shasta County Administrative Assistant Julie Hope, this item was deferred to the April 2008 meeting.

**6. Teen Services Report**

Interim Library Director Mielke introduced Children's and Teen Services Program Director Diane Gustafson. Ms. Gustafson gave an overview of the Teen Services Program highlighting some new activities such as "Dance Dance Revolution" and "Guitar Hero 3" (see meeting handouts).

## **7. Strategic Planning Update**

LSSI President of Public Library Management Operations Ron Dubberly reported that a community focus group would be appointed within the next few weeks and that a schedule would be set for the group to meet for two intensive sessions and then for a brief session to present the plan. Mr. Dubberly noted that countywide community needs would be the focus of the group and then it would be determined how the library might best help to meet those needs.

## **8. Director's Comments**

Interim Director Mielke indicated that she would email the library statistics to the Committee, as they were not included with her written report.

Committee Member Jelavich asked how our community compared to other communities regarding the Big Read event. LSSI Vice President of West Coast Operations Mark Smith responded that he is not sure whether those numbers are available from other communities.

Community Services Director Niemer asked the Committee if anyone would be interested in a California Association of Library Trustees and Commissioners (CALTAC) membership. Ms. Niemer noted that the City would pay the membership fee of \$25. It was suggested that the Chair and Vice-Chair be enrolled.

Kim Niemer reported that the annual library review with the participating agencies was held today. She noted that a discussion was held concerning the library branches' budget deficit and it was suggested that unrestricted library donations be utilized to resolve the problem, which would cover the difference for the next two years. The consensus of the Committee was to bring this solution to the Library Board of Trustees for approval. It was also suggested that the annual State of the Library Report be posted on the website.

Mark Smith reminded the Committee that two more Library Director candidates would be interviewed tomorrow.

## **9. Committee Comments**

There was some discussion regarding changing the meetings to bi-monthly meetings and it was decided that the meetings would remain on a monthly schedule and be cancelled if there is a lack of agenda items.

## **9. Adjournment**

The meeting was adjourned at 5:00 p.m.

Peggy O'Lea, Chairperson

**SHASTA PUBLIC LIBRARY  
LIBRARY ADVISORY COMMITTEE  
Redding Library Community Room, 1100 Parkview Avenue, Redding, California  
March 6, 2008**

**MINUTES**

**1. Roll Call**

The special meeting of the Library Advisory Committee was called to order at 3:30 p.m. on Thursday, March 6, 2008, with all of the Committee members present.

**2. Presentation by Library Director Candidates**

**3. Adjournment**

The meeting was adjourned at 4:55 p.m.

Peggy O'Lea, Chairperson

# Shasta Public Libraries Strategic Planning Process

## Community Focus Group Participants Planning Worksheet

| Names                                    |                    |                    |                 |                           |                      |                               |                     |                                  |                      |                     |                 |  |                     |                  |  |                             |  |  |
|--|--------------------|--------------------|-----------------|---------------------------|----------------------|-------------------------------|---------------------|----------------------------------|----------------------|---------------------|-----------------|--|---------------------|------------------|--|-----------------------------|--|--|
|  | Business Community | Community Services | Cultural Groups | Educational Organizations | Ethnic Organizations | Family Services Organizations | Financial Community | Government & Political Community | Health Organizations | Legal Organizations | Other Libraries | Media Organizations Serving the Disabled | Professional Groups | Religious Groups | Senior Centers & Service Organizations | Youth Service Organizations |  |  |
| 1 Paul Nyberg - CalWorks                 | X                  |                    | X               |                           |                      |                               |                     |                                  |                      |                     |                 |  |                     |                  |  |                             |  |  |
| 2 Melinda Brown - People of Progress     |                    | X                  |                 |                           |                      | X                             |                     |                                  |                      |                     |                 | X  |                     |                  |  |                             |  |  |
| 3 April Carlton - Shasta Co.Child/Family |                    | X                  |                 |                           |                      | X                             |                     | X                                | X                    |                     |                 |  |                     |                  |  |                             |  |  |
| 4 Molly Mancasola - Home Schoolers       |                    |                    | X               |                           |                      |                               |                     |                                  |                      |                     |                 |  |                     |                  |  |                             |  |  |
| 5 Stacey Carman - Rancheria              | X                  |                    | X               |                           | X                    |                               |                     | X                                |                      |                     |                 |  |                     |                  |  |                             |  |  |
| 6 Diana Hume - Golden Umbrella           |                    | X                  |                 |                           |                      |                               |                     |                                  |                      |                     |                 | X  |                     | X                |  |                             |  |  |
| 7 Greg Balkovek - Chamber                | X                  |                    |                 |                           |                      |                               |                     |                                  |                      |                     |                 |  |                     |                  |  |                             |  |  |
| 8 Dave Honey - Rescue Mission            |                    | X                  | X               |                           | X                    |                               |                     |                                  |                      |                     |                 |  |                     | X                |  |                             |  |  |
| 9 Linda Dalles - YMCA                    |                    |                    |                 |                           |                      | X                             |                     |                                  | X                    |                     |                 |  |                     |                  |  | X                           |  |  |
| 10 Tom Forbes - SCOE                     |                    |                    | X               |                           |                      |                               |                     | X                                |                      |                     |                 |  |                     |                  |  | X                           |  |  |
| 11 Janet Albright - Shasta College       |                    | X                  | X               |                           |                      |                               |                     | X                                |                      |                     | X               |  |                     |                  |  |                             |  |  |
| 12 Gracious Palmer - Shasta Lake City    |                    | X                  |                 |                           |                      |                               |                     | X                                |                      |                     |                 |  |                     |                  |  | X                           |  |  |
| 13 Susan Wilson - Health Improv Partshp  |                    | X                  | X               |                           |                      |                               |                     |                                  | X                    |                     |                 |  |                     |                  |  | X                           |  |  |
| 14 Wernjiem Pien- SE Asian Community     |                    | X                  | X               |                           | X                    |                               |                     | X                                | X                    |                     |                 |  |                     |                  |  |                             |  |  |
| 15 Francie Sullivan - Burney             | X                  |                    |                 |                           |                      |                               |                     | X                                |                      |                     | X               |  |                     |                  |  |                             |  |  |
| 16 Jim Ceragioli - Shasta Friends        |                    |                    |                 |                           |                      |                               |                     |                                  |                      |                     | X               |  |                     | X                |  |                             |  |  |
| 17 Anderson                              |                    |                    |                 |                           |                      |                               |                     |                                  |                      |                     |                 |  |                     |                  |  |                             |  |  |
| 18 Bob Place -Shasta Library Foundation  | X                  |                    |                 |                           |                      |                               |                     |                                  |                      |                     | X               |  |                     |                  |  |                             |  |  |
| 20                                       |                    |                    |                 |                           |                      |                               |                     |                                  |                      |                     |                 |  |                     |                  |  |                             |  |  |
| 20                                       |                    |                    |                 |                           |                      |                               |                     |                                  |                      |                     |                 |  |                     |                  |  |                             |  |  |
| 21                                       |                    |                    |                 |                           |                      |                               |                     |                                  |                      |                     |                 |  |                     |                  |  |                             |  |  |
| 22                                       |                    |                    |                 |                           |                      |                               |                     |                                  |                      |                     |                 |  |                     |                  |  |                             |  |  |
| 23                                       |                    |                    |                 |                           |                      |                               |                     |                                  |                      |                     |                 |  |                     |                  |  |                             |  |  |
| 24                                       |                    |                    |                 |                           |                      |                               |                     |                                  |                      |                     |                 |  |                     |                  |  |                             |  |  |
| 25                                       |                    |                    |                 |                           |                      |                               |                     |                                  |                      |                     |                 |  |                     |                  |  |                             |  |  |
| 26                                       |                    |                    |                 |                           |                      |                               |                     |                                  |                      |                     |                 |  |                     |                  |  |                             |  |  |

Library Director's Report March, 2008  
Shasta Public Libraries

Library Director Search – Successful!

Jan Erickson, most recently director of the Lake Oswego Public Library in Oregon has accepted the position of Director of the Shasta Public Libraries. She arrives April 10. Thanks to all of you who participated in the interview process resulting in hiring Jan Erickson. Jan will be an outstanding member of the LSSI team.

Library one-year anniversary

We received excellent coverage in the Record Searchlight on our one-year anniversary. The press release generated television, radio and newspaper coverage. Many patrons told us how delighted they are with a successful library.

C-SPAN Bus

The C-SPAN bus was parked at the Redding Library on Monday, March 17 from 1-4. The bus pulled up and parked at the front of the library to be visible. Traffic to tour the bus was nonstop according to bus staff. Inside the bus was a studio used to interview authors for televising on C-SPAN author series.

Shasta College Partnership

Shasta College will hold beginning computer classes in our computer lab beginning in the fall. Peggy O'Lea made a suggestion to the college and we worked out the details. It seems that there can't be too many beginning computer classes since the classes offered by library staff and volunteers fill up as soon as the programs are posted.

Hold Items

We are in the process of reviewing our "holds" procedures. Something (we don't yet know what) changed in our procedures is causing hold items to appear on the shelf without patrons notification and vice versa. If you are receiving complaints, please assure your friends that we know we have a problem and we are working on the problem.

Books and materials

Many, many items have been ordered and are now arriving. We are spending down the last of the opening day collection. We will fill the non-fiction collection gaps with the money.

Respectfully submitted

Linda Mielke, Interim Director