

**TOWN OF LOOMIS  
MEETING AGENDA  
LIBRARY BOARD OF TRUSTEES  
LOOMIS LIBRARY  
6050 LIBRARY DRIVE, LOOMIS, CA 95650**

**MONDAY**

**February 25, 2019**

**6:00 P.M.**

- 1. CALL TO ORDER**
- 2. SILENT ROLL CALL**

Board Members

Elizabeth Stewart-Black  
Cathy Crosthwaite  
Jenny Knisley  
Joanne Ligamari  
Gail

Advisory Board

Ann Baker  
Roger Carroll  
Carol Pepper-Kittredge  
Juanita Garcia

- 3. PUBLIC COMMENT:** Citizens may address the Library Board on items not on this agenda. Speakers shall restrict their comments to issues that are within the subject jurisdiction of the Library Board and limit their comments to five (5) minutes per person. The Brown Act, with certain exceptions, does not permit the Library Board to discuss or take action on items that are not listed on the agenda. Please state your name for the record.
- 4. APPROVAL OF MINUTES:** January 28, 2019 (PUBLIC COMMENT)
- 5. FINANCIAL STATEMENT** (PUBLIC COMMENT)
- 6. FRIENDS OF LOOMIS LIBRARY UPDATE** (PUBLIC COMMENT)
- 7. LOOMIS LIBRARY AND COMMUNITY LEARNING CENTER UPDATE**  
(PUBLIC COMMENT)
- 8. ACTION ITEMS** (No Action Items)
- 9. INFORMATIONAL & DISCUSSION ITEMS**
  - a. Discuss transferring Library management and staffing from of the Loomis Library Community Center from the Loomis Friends of the Library to the Town of Loomis. (PUBLIC COMMENT)
  - b. Discuss next steps the Loomis Library and Community Learning Center Strategic Plan and SMART Goals from Strategic Planning workshop February 2, 2019. (PUBLIC COMMENT)
  - c. Discuss calendar planning for 2018-2019 (PUBLIC COMMENT)
- 10. LIBRARY BOARD ANNOUNCEMENTS / FUTURE AGENDA ITEMS**
- 11. ADJOURNMENT**

**TOWN OF LOOMIS  
MEETING AGENDA  
ACTION MINUTES  
LOOMIS LIBRARY  
6050 LIBRARY DRIVE, LOOMIS, CA 95650**

**4**

**MONDAY**

**January 28, 2019**

**6:00 P.M.**

**1. CALL TO ORDER**

Meeting called to order at 6:01 pm.

**2. SILENT ROLL CALL**

Board Members

Elizabeth Stewart-Black

Cathy Crosthwaite

Jenny Knisley

Joanne Ligamari

~~Bonnie London~~

Advisory Board

Ann Baker

Roger Carroll

Carol Pepper-Kittredge

Juanita Garcia

Board members in attendance: Jenny Knisley, Elizabeth Stewart-Black, Joanne Ligamari, Cathy Crosthwaite

Board members absent: None

Joanne Ligamari made a motion to amend the agenda and remove Bonnie London's name as a board member as she had previously resigned.

Second by Elizabeth Stewart-Black.

Ayes: Knisley, Ligamari, Stewart-Black

Noes: None

Absent: Crosthwaite (she arrived just after the vote)

**3. PUBLIC COMMENT:** Citizens may address the Library Board on items not on this agenda.

Speakers shall restrict their comments to issues that are within the subject jurisdiction of the Library Board and limit their comments to five (5) minutes per person. The Brown Act, with certain exceptions, does not permit the Library Board to discuss or take action on items that are not listed on the agenda. Please state your name for the record.

None.

**4. APPROVAL OF MINUTES:** September 24, 2018 and November 5, 2018 Special Meeting  
(PUBLIC COMMENT)

Elizabeth Stewart-Black moved to approve the minutes, second by Joanne Ligamari.

Ayes: Knisley, Ligamari, Stewart-Black

Noes: None

Absent: Crosthwaite (she arrived just after the vote)

**5. FINANCIAL STATEMENT (PUBLIC COMMENT)**

Not all board members had received the financial statement, so no action was taken.

No public comment.

**6. FRIENDS OF LOOMIS LIBRARY UPDATE (PUBLIC COMMENT)**

Jean Wilson reported on the activities of the Friends of the Loomis Library. \$1,000 was donated by new residents for children's materials. Board voted to raise membership fees.

Public comment: Sean Rabe reported that Jean Wilson receive the "Most Neighborly Neighbor" award at the Business Expo.

**7. LOOMIS LIBRARY AND COMMUNITY LEARNING CENTER UPDATE  
(PUBLIC COMMENT)**

Sarah Comstock reported on activities at the library. Rat infestation resolved. 410 staff hours. 14,000 items in catalogue. 1,233 library cards issued. Strategic plan, part 1 was well attended. June 15 – July 20 is the summer reading program. The theme is "It's Showtime at the Library." Will be adding an evening story time on Tuesday evenings from 6:00 to 6:30.

**8. ACTION ITEMS (No Action Items)**

**9. INFORMATIONAL & DISCUSSION ITEMS**

- a. Discuss transferring Library management and staffing from of the Loomis Library Community Center from the Loomis Friends of the Library to the Town of Loomis. (PUBLIC COMMENT)

Sean Rabe reported that this item is on the Town Council's February 12<sup>th</sup> agenda.

- b. Discuss Building Maintenance (PUBLIC COMMENT)

Discussed various building needs. Need to determine electrical wiring issues in back room of community room.

- c. Discuss Strategic Planning workshop from January 12, 2019 and upcoming Strategic Planning workshop February 2, 2019. (PUBLIC COMMENT)

Various people commented on the meeting's success. About 30 people were in attendance. Part 2 will create the strategic plan to be approved by the board and presented to the Town Council.

- d. Discuss calendar planning for 2098-2089 (PUBLIC COMMENT)

Jenny Knisley discussed the need to create a timeline for the board to develop bylaws and schedule strategic plan implementation.

## **10. LIBRARY BOARD ANNOUNCEMENTS / FUTURE AGENDA ITEMS**

None.

## **11. ADJOURNMENT**

Adjourned at 6:44 pm