

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

**MONDAY**

**February 25, 2019**

**6:00 P.M.**

**1. CALL TO ORDER**

Meeting called to order at 6:02 pm

**2. SILENT ROLL CALL**

Board Members

Elizabeth Stewart-Black

Cathy Crosthwaite

Jenny Knisley

Joanne Ligamari

Gail Waller

Advisory Board

Ann Baker

Roger Carroll

Carol Pepper-Kittredge

Juanita Garcia

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

Board members absent: None

- 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.

Jean Wilson reported that the Placer County Foundation mailer had a "spotlight" on Joanne Ligamari that was very complimentary

**4. APPROVAL OF MINUTES: January 28, 2019 (PUBLIC COMMENT)**

Cathy Crosthwaite made a motion to approve the minutes, second by Elizabeth Stewart-black

Ayes: Knisley, Stewart-Black, Crosthwaite, Ligamari, Waller

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

The board reviewed the January 2019 financial report

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

Jean Wilson updated the board on activities of the Friends of the Library: membership renewals are being received, \$600 was raised at the January book sale, there has been a "flood" of donated books, the Friends hosted the January Chamber of Commerce mixer in the library community room.

Public comment: there was a general "Yay!" from the public at the meeting.

**7. LOOMIS LIBRARY AND COMMUNITY LEARNING CENTER UPDATE**

**(PUBLIC COMMENT)**

Sarah Comstock updated the board on activities by the library: the computers continue to be a problem, 172 volunteer hours, 13,512 items in the catalogue – this is down as items are being weeded out, circulation is up, 1,304 members, 1,812 "door count," 11 attended the first evening story time, 21 attended and "read to a dog," new part-time employee has been hired, Placer County Office of Education is providing a Del Oro student trainee for one hour per week, they are seeing an "after school rush" of teens, and flowers were planted by volunteers.

Public Comment: Bonnie London asked if additional volunteers are needed. Sarah Comstock said "yes." Elizabeth Stewart-Black suggested that Library Board members should make a commitment to volunteer at the library. Jenny Knisley commented that the Soroptimists want to do a project.

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

No public comment.

**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)

Jenny Knisley reported that there will be a meeting on Thursday, February 28, 2019 regarding the transition from management by the Friends of the Library to the Town. This meeting will include Sean Rabe, Town Manager, Roger Carroll, Town Treasurer, Jenny Knisley representing the Friends of the Library, Sarah Comstock, Librarian, and the bookkeeper from the Friends of the Library. Jenny commented that although the Town gave the required 90 day notice, the Friends would like to transition as soon as practicable. Roger Carroll suggested that it would not be difficult for the Town to take on the management effective March 1, 2019 and that he would make that recommendation at the meeting.

No public comment was made.

- 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)

Reviewed timeline of strategic plan provided by the facilitator. She will present the plan to the Town Council once it has been approved by the board.

- c. Discuss calendar planning for 2018-2019 (PUBLIC COMMENT)

Public comment: Bonnie London suggested the board invite Todd Lowell to discuss the ramifications of the referendum on the Village Project and what effects it would have on the Library. The board was not ready to agendaize the subject on a future meeting.

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

None

## **11. ADJOURNMENT**

Adjourned at 6:46 pm.