

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

**MONDAY**

**March 26, 2018**

**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: Elizabeth Stewart-Black, Cathy Crosthwaite, Jenny Knisley, Joanne Ligamari, Bonnie London.

Advisory Board members in attendance: Ann Baker, Juanita Garcia Carol Pepper-Kittredge, Roger Carroll

- 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.

James Baker, an Eagle Scout candidate, addressed the board regarding building a new information kiosk as his Eagle Scout project. Sean Rabé gave him his card and suggested he call him at Town Hall.

**4. APPROVAL OF MINUTE:** February 26, 2018 (PUBLIC COMMENT)

Cathy Crosthwaite made a motion to accept the minutes, Elizabeth Black made the second.

Ayes: Black, Crosthwaite, Knisley, Ligamari, London

Noes: None

Abstained: None

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

No questions, no public comment.

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

Jean Wilson reported that their new fiscal year begins April 1. New officers have been elected and the budget has been approved. \$2,500 has been set aside for book purchases. The membership drive is under way. There is a book sale at the end of April. Last year's annual book sale revenue was typical when compared to prior years.

No public comment was made.

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

Sara Comstock reported: library has 13,000 items, 603 library card holders, \$142 in fines, fees and rents, community room was used 29 times, two library assistants have been hired. Library is now open on Wednesday's from 8 am to 5 pm. Evening hours are being contemplated. She met with the library techs of most of the elementary schools to discuss/evaluate available resources and needs. She is researching data base programs for the library, has trial subscriptions on 16 and will determine which are the most appropriate for the library.

**8. INFORMATIONAL & DISCUSSION ITEMS**

- a. Discuss and make changes if needed to 1<sup>st</sup> draft of Policies & Procedures for the Loomis Library and Community Center.

Suggested changes and additions have been submitted. They will be summarized and forward to board members and staff for further discussion.

- b. Discuss and set date for joint Board Training/Retreat for both Friends of the Loomis Library Board and the Town Loomis Library Board

The Board agreed on April 14, 2018 as the date for the retreat. It will take place at the Loomis Depot building from 9 am to noon.

Chairman Knisley appointed an ad hoc committee including herself, Joanne Ligamari and Juanita Garcia to work with the Friends of the Loomis Library regarding inter-board procedures and responsibilities.

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

None.

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

None

**11. ADJOURNMENT** Meeting adjourned at 7:02 pm.