

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

**MONDAY
P.M.**

OCTOBER 30, 2017

6:00

1. CALL TO ORDER

Meeting called to order at 6:03 pm

2. SILENT ROLL CALL

Board Members

Elizabeth Stewart-Black

James Durfee

Cathy Crosthwaite

Jenny Knisley

Joanne Ligamari

Advisory Board

Ann Baker

Juanita Garcia

Carol Pepper-Kittredge

Roger Carroll

Board members in attendance: Elizabeth Stewart-Black, James Durfee, Cathy Crosthwaite (arrived mid-meeting), Jenny Knisley, Joan Ligamari

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.

None

4. APPROVAL OF MINUTES: September 25, 2017 (PUBLIC COMMENT)

A motion was made to approve the minutes. On motion by Board member Ligamari, seconded by Board member Stewart-Black and passed by the following vote:

Ayes: Ligamari, Stewart-Black, Knisley

Noes: None

Abstained: Durfee

Absent: Crosthwaite

5. FINANCIAL STATEMENT

A motion was made to receive the financial report. On motion by Board member Durfee, seconded by Board member Stewart-Black and passed by the following vote:

Ayes: Ligamari, Stewart-Black, Knisley, Durfee

Noes: None

Abstained:

Absent: Crosthwaite

6. FRIENDS OF LOOMIS LIBRARY UPDATE

Jean Wilson made the report: There have been 314 volunteer hours; about 300 items added to the catalogue; library card holders increased by about 10% to 443; \$100 collected in fines and fees; the book sale is on-going; the meeting room is being used for various organizations, including genealogy and knitting groups; the new storage shed is in place. Carol Mason reported that memberships are approximately 60% within Loomis and 40% from the outlying area.

7. INFORMATIONAL & DISCUSSION ITEMS

- a. Discuss the Community Engagement Librarian job posting for the Loomis Library Community Learning Center and interview process.

PUBLIC COMMENT

The deadline for job applications is November 1 and to date three applications have been received. 1 letter of intent has been received for the Library Assistant position. Board member Ligamari is the chair person for the interview committee and will be coordinating the interview panel.

The Library Assistant position job description will be fleshed out by Board member Crosthwaite once the Engagement Librarian has been hired and their needs assessed.

8. ACTION ITEMS

None

9. LIBRARY BOARD/FRIENDS COMMENTS/ANNOUNCEMENTS

None

10. ADJOURNMENT

Meeting adjourned at 6:31 pm