

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

WEDNESDAY

November 18, 2020

6:00 P.M.

PURSUANT TO EXECUTIVE ORDER N-29-20, CERTAIN PROVISIONS OF THE OPEN MEETING ACT ARE SUSPENDED DUE TO A STATE OF EMERGENCY IN RESPONSE TO THE COVID-19 PANDEMIC. CONSISTENT WITH THE EXECUTIVE ORDER, THE LOOMIS TOWN COUNCIL MEETING WILL INCLUDE TELECONFERENCING.

1. CALL TO ORDER

The meeting was called to order at 6:04 pm.

2. SILENT ROLL CALL

Board Members

Elizabeth Stewart-Black
Cathy Crosthwaite
Juanita Garcia
Joanne Ligamari
Gail Waller

Advisory Board

Ann Baker
Roger Carroll
Carol Pepper-Kittredge

Board Members in attendance: Joanne Ligamari, Gail Waller, Cathy Crosthwaite, Juanita Garcia, Elizabeth Stewart-Black

Board Members absent: None

Advisory Board Members in attendance: Roger Carrol

PUBLIC COMMENT PROCEDURE

In order to protect public health and the safety of our Loomis citizens, Public viewing of this meeting will be offered Via the Zoom platform

Public comment will be opened for each agenda item through the Zoom platform.

How To Participate in the Meeting via Zoom

You can participate in the meeting via Zoom software or via telephone. When you join the meeting, you will be muted by default. To inform the Librarian that you would like to make a public comment, you will use the "Raise Hand" feature. Instructions for using the "Raise Hand" feature when using a computer or mobile device can be found at the link below:

<https://support.zoom.us/hc/en-us/articles/205566129-Raising-your-hand-in-a-webinar>

ZOOM Participation via computer or smartphone

You can join the meeting from your computer using a web browser or the Zoom software. You can join the meeting by clicking the following link: <https://us02web.zoom.us/j/89811125214>. Please note that you should only raise your hand during public comment on the agenda item you are concerned about.

ZOOM Participation by telephone (Audio Only Option)

1. Dial (669) 900-9128
2. When asked for the meeting ID, enter **898 1112 5214 #**.
3. When asked for your participant ID, press # to continue.

4. You will be muted by default. To inform the Clerk that you would like to make a public comment during each agenda item, dial *9 to "Raise your hand". The Clerk will unmute you when it is your turn to speak and will identify you by the last three digits of your phone number. Please note that you should only raise your hand during public comment on the agenda item you are concerned about.

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: February 12, 2020, September 2, 2020 (PUBLIC COMMENT)

Cathy Crosthwaite made a motion to accept the minutes, second by Gail Waller Ayes: Ligamari, Waller, Crosthwaite, Stewart-Black, Garcia

Noes: None

Abstentions: None

Absent: None

5. FINANCIAL STATEMENT (PUBLIC COMMENT)

Roger Carroll presented the October 31, 2020 financial statement

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

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

Noes: None

Abstentions: None

Absent: None

6. FRIENDS OF LOOMIS LIBRARY UPDATE (PUBLIC COMMENT)

Jean Wilson updated the board on activities of the Friends of the Loomis Library. They had their best ever book sale last January and no fund raising since. Paid for the gift certificate prizes for the summer reading program. The board members asked some questions.

No public comment.

7. LOOMIS LIBRARY AND COMMUNITY LEARNING CENTER OPERATIONS REPORT (PUBLIC COMMENT)

Sarah Comstock updated the board on the library's activities. They catalog 100 +/- new items each month. Circulation runs about 1500-1600 items per month which is about 80% of last year. Adding 2-3 new members each week. Staff is staying busy pulling requested items and "catering" to each library user's need. Story week happens 2x each week, viewed live by about 45 people but ultimately thousands watch the recordings. "Take and make" crafts are very popular each Friday and all kits are claimed.

Public comment: Jean Wilson asked questions.

8. 2019-2022 STRATEGIC PLAN REVIEW (PUBLIC COMMENT)

See item 10. For plan items completed.

9. ACTION ITEMS

None.

10. INFORMATIONAL & DISCUSSION ITEMS

a. Review building acquisition (PUBLIC COMMENT)

Sean Rabe reported that negotiations are complete and a purchase contract is being written for the Town to buy the Library building and land for \$1, plus some joint use requirements. The contract may be ready for signing in December.

Jean Wilson made public comments.

b. Discuss Reopening Efforts(PUBLIC COMMENT)

Sarah Comstock reported on the efforts being made to reopen the library. As the County is back into King Gavin's "Purple Zone," we don't know when we will be opening, but we are ready as soon as we can.

c. Discuss Community Engagement Efforts (PUBLIC COMMENT)

Joanne Ligamari made suggestions on how to get work out that the library is "open."

11. LIBRARY BOARD ANNOUNCEMENTS / FUTURE AGENDA ITEMS

None

12. ADJOURNMENT

The meeting adjourned at 7:23 pm.