

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

**WEDNESDAY**

**August 25, 2021**

**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**

Meeting called to order at 6:01 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 Member absent: None

Advisory Board Members in attendance: 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.

Loomis Town Councilwoman, Jenny Knisley, announced that Ann Baker is stepping off the Library Advisory Board, and that Ann has agreed to head up a tax measure renewal committee in support of the Loomis Library and Community Learning Center.

**4. APPROVAL OF MINUTES:** July 14, 2021 (PUBLIC COMMENT)

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

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

No public comment

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

none

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

Jean Wilson updated the board on the activities of the Friends of the Loomis Library. The FOLL not yet meeting in person, and have moved meetings to the 4<sup>th</sup> Thursday of the month. They are planning a big book sale for October and will hold it's Christmas Fair in December.

No public comment

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

Sarah Comstock updated the board on activities at the library: The July door count was 586; volunteers are back in a small group on Wednesdays; book donations are coming back; due to COVID, not too much live programming. The Spice Club has proved very popular, next meeting September 14. The library will host a Voter Registration Day on September

28. More passive programming on social media; “Game Backpacks” are seeing lots of circulation; and library has added a new database, “A to Z World of Foods.”

## 8. ACTION ITEMS

- a. Discuss and approve proposed policy regarding the circulation of Chromebooks (PUBLIC COMMENT)

The library has 12 Chromebooks, 6 to lend out and 6 for in-house library use.

- b. Discuss and approve proposed policy regarding the circulation of Hotspots (PUBLIC COMMENT)

The library has 33 Hotspot devices to lend out, with a year-long service contract.

The board reviewed both lending policies. Cathy Crosthwaite moved to approve both lending policies, with discussed edits and upon review by the Town; second by Gail Waller.

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

- c. Discuss and approve response to Placer County Grand Jury Report (PUBLIC COMMENT)

Juanita Garcia made a motion to approve the response, with corrections; second by Cathy Crosthwaite.

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

- d. Discuss and approve proposed changes and updates to 2019-2022 Strategic Plan (PUBLIC COMMENT)

Cathy Crosthwaite moved to approve the Updated Strategic Plan 2021-2024, with changes; second by Joanne Ligamari.

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

No public comment

## 9. INFORMATIONAL AND DISCUSSION ITEMS

- a. Annual Report for Fiscal Year 2020/2021 (PUBLIC COMMENT)

Sarah Comstock presented the library’s 2020-2021 Annual Report. She will present it at the Loomis Town Council Meeting on September 14. It will be made available on the library’s website. The board made several suggestions to strengthen the presentation.

No public comment

## 10. LIBRARY BOARD ANNOUNCEMENTS / FUTURE AGENDA ITEMS

The Loomis Eggplant Festival will be held on Saturday October 2, 2021

Next board regular meeting Wednesday, November 10, 2021

## 11. ADJOURNMENT

The meeting adjourned at 7:15 pm