

DEL NORTE COUNTY LIBRARY DISTRICT

Notice of Regular Board Meeting

Date: September 11, 2023

Time: 5:15 pm

Place: 190 Price Mall, Crescent City CA 95531

(707) 464-9793

Zoom Link : <https://us06web.zoom.us/j/2665126475?pwd=OGNaRzRsVXZoYmp1NFZTQnVHTklWZz09>

Meeting: 266 512 6475

Passcode : 2jRRis

Public Comment: ANY MEMBER OF THE AUDIENCE MAY ADDRESS THE BOARD ON ANY MATTER EITHER ON OR OFF THE AGENDA THAT IS WITHIN THE BOARD'S JURISDICTION. Public comment on items of interest to the public, within the subject matter jurisdiction of the committee and not otherwise appearing on the agenda are accepted. Note, however, that the Library Board is not able to undertake extended discussion or act on non-agenized items. Such items can be referred to staff for appropriate action, which may include placement on a future agenda. If you intend to address a subject that is on the Agenda, please hold your comments regarding that item until we announce it so that we may properly address all comments on that subject at the same time. After receiving recognition from the Chair, please state your name and city or county of residency for the record. Speakers, please limit your comments to three (3) minutes.

A CLOSED SESSION may be called at any time during a meeting, as permitted by the 1994 Ralph M. Brown Act for the following purposes: pending litigation (Sec. 9495639), personnel (Sec. 54957), labor negotiations (Sec. 54957.6) or any other exceptions to open session as described by the Act.

Anyone requiring reasonable accommodation to participate in the meeting should contact the Library Manager at (707) 464-9793 at least five (5) days prior to the meeting.

AGENDA

I. Call to Order

II. Communications

1) Public Comment Period

III. Consent Agenda

- 1) Minutes: Review, potentially modify, and approve minutes from August 14, 2023 , Regular board meeting.
- 2) Claims: Review, potentially modify and authorize claims.*

IV. Committee Reports

- 1) Del Norte Reads
- 2) Library Manager
- 3) Smith River Branch
- 4) Friends of the Library
- 5) Trustees
- 6) Policy

V. Unfinished Business

None

VI. New Business

- 1) Move \$19,420 from line 414-371-90622 CLLS grant to line 414-371-20283 Books ESL.

VII. Adjournment

The next regular meeting of the Del Norte County Library District Board is scheduled for October 16, 2023 at 7:15 pm.

Posted: _____

Andrew Napier Chair

DEL NORTE COUNTY LIBRARY DISTRICT

Minutes of Board Meeting

August 14, 2023

I. Call to Order

Meeting called to order at 5:15 pm

II. Roll Call

Present: Andrew Napier President, Marie Jondal Vice President and Robin Fornoff Secretary.

Absent: 0

III. Communications

1) Public Comment Period

Alyssa Northrup introduced herself and let us know she was there to observe the proceedings. A member of the public had a question about the building fund and if the Walgreens building was being considered for the new location. A member of the public asked about the progress with Tab and associates regarding one of their buildings for the new library site. A concern was raised about both buildings being in the Tsunami zone.

IV. Consent Agenda

1.) Minutes from July 10, 2023 approved by majority vote.

2.) Motion to approve claims by Jondal seconded by Fornoff.

V. Committee Reports

1.) **Del Norte Reads:** 3 new tutor learner pairs this cycle plus a new HISET student. Computer student can complete online scavenger hunts with minimal assistance. COHS one new applicant training with Alliaon Jeffredo and updated admin credential. Revised 23/24 application NCLC quarterly meeting award letters to be sent out by the end of the month, ample COHS scholarships available. Gave away books at the Health Fair & family fun day. Sprouts program at the Community Garden-38 learners enrolled over a 8 week program, free books were handed out as well as hands-on activities and take home literacy activities. Adults in attendance are interested in starting home school, ESL, and special needs groups with support from Family Literacy Program. Received donation of materials from Elk Creek, received ESL funding in the amount of \$19420.

Friends of the Library: Libations for the library insurance are turning out to be a higher price than the profit for the event would cover. Due to the Friends hosting the event and not the library it is more expensive. Friends will revisit this at a later date.

Trustees: none

Policy: none

VI. Unfinished Business

None

VII. New Business

- 1.) Motion to accept Meghan McGlasson application and recommend her to the Board of Supervisors by Jondal, seconded by Fornoff. Roll call: Napier=yes, Jondal=yes, Fornoff=yes. Motion passed.
- 2.) Motion to recommend Jamie Daugherty to the Board of Supervisors for approval by Jondal second by Fornoff Roll Call: Napier=yes, Jondal=yes, Fornoff=yes. Motion passed.
- 3.) Motion to approve budget transfer in the amount of \$617 from line 371-91125 travel reimbursements to line 371-2090 travel and training DN Reads by Jondal, second by Fornoff. Poll vote: Napier=yes, Jondal=yes, Fornoff=yes motion passed.
- 4.) Motion to approve budget transfer in the amount of \$1264 from line 070-91124 gifts unspecified to line 070-20227 craft supplies by Jondal seconded by Fornoff. Poll vote: Napier= yes, Jondal=yes, Fornoff=yes motion approved.
- 5.) Motion to approve budget transfer in the amount of \$14,023 from line 070-91124-002 gifts specified to line 070-20294 lunch with library books by Fornoff seconded by Jondal. Poll vote: Napier=yes, Jondol=yes, Fornoff=yes motion passed.

VII. Adjournment

Meeting adjourned at 5:55pm. Next regular meeting of the Del Norte County Library District Board is scheduled for September 11, 2023 at 5:15 pm.

Minutes prepared and submitted by:
Phyllis Goodeill, Library Director

Minutes approved by:
Robin Fornoff, Board Secretary

2.) Director Report:

BUILDING MAINTENANCE

The second phase of the library maintenance is complete. The railing was replaced and painted by the emergency exit. The railing on the ramps has been painted and the library sign will receive a touch up.

SECURITY: The alarm is being set off regularly when we are closed on Sunday. It was set off 3 times on the 6th. The front door is not set in the frame correctly due to frequent yanking on the door. I will ask Montz Construction to give us an estimate. They did the emergency door railing. A patron threatened to shoot me in the face. He was talking to Nillie and he was unhappy about having to chain up his bike on the bike rack and not the ramp railing. A regular homeless patron was banned due to inappropriate web searching. He is a regular, his name is Al. I made a referral to adult protective services. He is vulnerable to theft and his dementia seems to be getting worse.

SUMMER ACTIVITIES:

We had a large turn out for the summer reading program. At least 30 reading logs have been completed with one young patron reading over 2000 hours.

LUNCH AT THE LIBRARY: Is now complete we visited nearly all the lunch sites and gave away a total of 4,500 books to children and families. There is winter break funding available. I will be applying so that we can give away books at the Thanksgiving meal and Santa's Workshop and the food bank. As well as any other community activity we can attend. We will be attending the Tolowa Dii Nii day in September. We have been giving away bilingual Spanish and Hmong books and we will be expanding to Cantonese, Mandarin and Korean.

STAFFING: All open positions have been filled! I hired all the new people through Indeed.

NEW PROGRAMS: We will be starting our NIFTY NASA Inspires Futures for Tomorrow's Youth in September. We will be learning about parachutes and balloons. The children will build a parachute and a hovercraft with a balloon.

Zip book will be funded for another year. We were just awarded \$10,995.

SMITH RIVER BRANCH

New staff Lindsay has joined the team.

Someone was car camping in the parking lot to use the internet when the library was closed. We started turning the internet off at closing. We received an unhappy note from the car camper and when Lindsay was leaving the library someone from the apartment complex yelled "turn the WIFI on". Someone that lives close to the library was using the internet after hours.