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3 **Sonoma County Library**
4 **Minutes of the Library Commission**
5 **September 14, 2009**

6 **Note: M/S/C = Moved/Seconded/Carried**
7

8 **CALL TO ORDER**

9 Chair Lynch called the regular session of the Commission to order at 7:00 p.m. in the
10 Central Santa Rosa Board Room.

11
12 Commissioners present: Arnold, Bennett, Dell’Osso, Freis, Lynch, Kelley, and May.
13

14 Staff present: Library Director Sandy Cooper; Public Services Division Manager Kiyo
15 Okazaki; Administrative Services Division Manager Elissa Alfano; Human Resources
16 Manager Patrick Preston; Agency Negotiator Karen Walker; Collections Manager Kathy
17 Dennison; Interim Children’s Services Coordinator Cindy Wilson; IT Co-Team Leader
18 Mike Dawe and Denise Lewers; Central Branch Manager Linda Burton White; and
19 Administrative Aide Pat Cheek.
20

21 A list of other staff and guests who were in attendance is attached.
22

23 **ANNOUNCEMENTS AND INTRODUCTIONS**

24 There were no announcements or introductions.
25

26 **APPROVAL OF MINUTES** – Minutes for the Commission Meeting – August 3, 2009.

27 **M/S/C (Arnold/Kelley)** approved the minutes of the August 3, 2009 meeting as
28 corrected.
29

30 AYES (7): Arnold, Bennett, Dell’Osso, Freis, Kelley, Lynch, May
31

32 **CORRESPONDENCE & PRESS COVERAGE**

33 The Commission reviewed newspaper clippings that appeared in the *Press Democrat*
34 during the past month which included: *Internet Filters are Gates, not Erasers, To*
35 *Protect Kids in Library* (op-ed) and *Give the Gift of Reading by Tutoring Adults*. There
36 was also an article in the *Sonoma-Marin Farm News* featuring Librarian Bo Simons.
37 There was no correspondence.
38

39 **PUBLIC APPEARANCES**

40 The Library’s union representative and staff representing the bargaining unit addressed
41 the Commission. SEIU representative Paul Carroll objected to the Commission practice
42 of taking all comments at the beginning of the meeting. The Library Director noted that
43 she had consulted with County Counsel on the issue, and the Commission’s practice is
44 consistent with the Brown Act. He also reported that union members voted to approve
45 the tentative agreement 100 to 9. Other SEIU members expressed both their support
46 for the tentative agreement and other concerns, suggestions, and ideas they have on
47 the issue of the current budget deficit and reductions.
48

1 The Commission thanked everyone for their comments.

2
3 **CONSENT CALENDAR**

4 6.1 Claims of more than \$7,000

- 5 • OJ 10 31301 – Ross McDonald Co., Inc. - \$10,532.01 – Oak Worden Display
6 Gondolas for Cloverdale, Healdsburg and Petaluma.

7 6.2 Claims over \$2,000

- 8 • What is MNJ Technologies and what service do they provide? Response: They are
9 a vendor for information technology productions, and we purchased USB drives to
10 sell to the public who need a way to save their work on public computers. The price
11 is better than the government contract price.

12
13 There were no objections, so Chair Lynch declared the Consent Calendar approved.

14
15 **CLOSED SESSION**

16 The Commission recessed to Closed Session at 7:20 p.m.

17
18 **OPEN SESSION**

19 The Library Commission reconvened in open session at 8:20 p.m. Pursuant to
20 Government Code §54957.1, Commissioner Lynch reported that the Commission
21 conferred for a conference with agency negotiators Patrick Preston and Karen Walker
22 regarding negotiations with SEIU. The Library Commission took action on two items:

- 23 • The Commission approved the tentative agreement with SEIU unanimously and
24 noted that the agreement applies to Management and Confidential staff as well; and
25 • The Commission authorized a retirement incentive package unanimously.

26
27 Chair Lynch went on to say that the Commission is concerned that the Library still has a
28 large gap between projected revenues and expenditures and that they appreciate the
29 union's willingness to consider additional changes if the budget projections do not
30 improve in January.

31
32 Chair Lynch added that the Commission will send a letter to all staff to outline their
33 concerns about the current projections that result in an \$853,000 operating deficit in
34 spite of the savings gained through the SEIU agreement.

35
36 **ACTION ITEMS BY MOTION**

37 9.1 Approve Budget Revisions

38 The Commission had no questions about the adjustments to the FY 09-10 Budget. The
39 revisions included a number of reductions in operating and capital expenditures as well
40 as projected savings of \$358,000 as a result of the agreement with SEIU. The
41 reductions do not reflect any potential savings in personnel costs that may be realized
42 as a result of the retirement incentive package.

43
44 **M/S/C (May/Freis)** moved that the Sonoma County Library Commission approve the
45 adjustments to the FY 2009-2010 budget and authorize the Director to submit it to the
46 County.

47
48 AYES (7): Arnold, Bennett, Dell'Osso, Freis, Kelley, Lynch, May

1 Following the vote, several Commissioners expressed concerns about the remaining
2 deficit of \$853,000 and the impact on the fund balance (reserves).

3
4 Library Director Cooper reported the Library has commitments from support groups, the
5 cities, and endowments totaling \$1.2 million dollars for Petaluma and Sebastopol's
6 remodeling projects.

7 8 9.2 Grand Jury Response

9 The Commission reviewed the second draft of their response to the 2009 Grand Jury
10 Report and made suggestions for minor changes and corrections.

11
12 **M/S/C (May/Dell'Osso)** moved that the Sonoma County Library Commission authorize
13 Commissioner Chair Margaret Lynch to submit the Library Commission's response to
14 the Grand Jury Report "Santa Rosa Central Library Revisited" as amended.

15
16 AYES (7): Arnold, Bennett, Dell'Osso, Freis, Kelley, Lynch, May

17
18 Supervisor Shirlee Zane requested that the Library Commission give a formal
19 presentation to the Board of Supervisors on the Library's response to the Grand Jury
20 Report. Commissioner Freis spoke to the Supervisor's assistant and learned she has a
21 concern about people viewing inappropriate images that may be seen by children and
22 other library users.

23
24 Library Director Cooper suggested sending a copy of the final response to Supervisor
25 Zane and scheduling a meeting for Commissioner Freis and the Director to visit with her
26 before an effort was made to appear before a meeting of the Board of Supervisors. The
27 Commission agreed.

28 29 **DISCUSSION ITEMS**

30 10.1 Management Report

31 10.1.1 Progress on Priorities, Issues & Challenges

32 Questions and comments included:

- 33 • Is it possible for the Library to publicize in the local newspapers how the Library is
34 currently helping the unemployed? Response: Although the committee of branch
35 managers has been unable to develop any workable special programs, the library
36 has added a new online reference tool that can help job seekers.

37 38 10.1.2 Year-to-Date Revenue and Expenditures

39 ASD Manager noted that the report reflects the Library's original March budget and not
40 the reductions just approved.

41 42 10.2 Potential Furlough Dates

43 Library Director Cooper reported that staff is eager to know the dates for furloughs and
44 library closures. She suggested that the Commission give an indication of whether they
45 approved the general approach recommended by Management and then take action on
46 the dates at the October 5 meeting.

1 Management is suggesting that the Library close from 2 p.m. on December 24
2 (Christmas Eve) until opening time on either January 4 or 5. The actual furlough days
3 would be December 28, 29, 30 and a half day on December 31.
4

5 Management is recommending a full closure of all libraries as well as online services.
6 There was discussion of issues and options, and the Commission indicated its tentative
7 approval for the plan.
8

9 **LIBRARY ADVISORY BOARDS**

10 11.1 Vacancies

11 **M/S/C (Dell'Osso/May)** moved by resolution that the Sonoma County Library
12 Commission appoint Lisa Moore to the Rohnert Park-Cotati Regional Library Advisory
13 Board for a new four-year term ending June 30, 2013.
14

15 AYES (7): Arnold, Bennett, Dell'Osso, Freis, Kelley, Lynch, May
16

17 For the record, Commissioner Dell'Osso thanked Mr. Hertzell Harrison, a member who
18 recently rotated off the Rohnert Park-Cotati Library Advisory Board, for his years of
19 commitment and service to the Board.
20

21 **M/S/C (Freis/Kelley)** moved by resolution that the Sonoma County Library
22 Commission appoint Susan Gustavson to the Santa Rosa Library Advisory Board for a
23 new four-year term ending June 30, 2013.
24

25 AYES (7): Arnold, Bennett, Dell'Osso, Freis, Kelley, Lynch, May
26

27 **CLOSED SESSION**

28 The Library Commission recessed to closed session at 8:56 p.m.
29

30 **OPEN SESSION**

31 The Library Commission reconvened in open session at 9:45 p.m. Pursuant to
32 Government Code §54957.1, Chair Lynch reported that the Commission convened in
33 closed session to discuss Public Employee Performance Evaluation – Library Director.
34 No action was taken.
35

36 **DIRECTOR'S INFORMATION ITEMS**

37 There were none.
38

39 **COMMISSION MEMBER INFORMATION ITEMS**

40 Commissioner Kelley reported:

- 41 • That the Sonoma County Public Library Foundation's annual fundraiser, *Chocolate*
42 *and Cinema*, will take place on Wednesday, October 21 at 6:30 p.m. at the Rialto
43 Theater.

44 Commissioner Dell'Osso reported:

- 45 • That the Master Gardeners are having a workshop about collecting rain water,
46 Saturday, September 26.
- 47 • The Red Pandas Acrobats performed at the Rohnert Park Regional Library on
48 September 12.

- 1 • The Skyflower Ensemble will perform “Shakespeare and Song” in concert on
2 Saturday, October 3 at 2:00 p.m.

3 Commissioner Freis reported:

- 4 • That at the last Santa Rosa Library Advisory Board meeting she championed the
5 members to begin thinking about fundraising and making it a goal to seek needed
6 community support for getting funds for building remodeling; however, the group did
7 not take any action on the issues.

8 Commissioner Bennett reported:

- 9 • That his three libraries are hosting art shows, lots of programs, teen activities, and
10 book sales.

11 Commissioner May reported:

- 12 • That renowned Chef Martin Yan is appearing in a program entitled “Yan Can Cook
13 at the Petaluma Library,” which will be held on October 13 at 3:00 and 7:00 p.m.
14 • The Library Advisory Board considered two options for a phased approach to
15 remodeling the Petaluma Library. The members agreed to the more expensive
16 option that includes removing the walls in the center of the Library, making the
17 needed structural changes, creating a teen room, and moving the history room
18 downstairs so that it is accessible. The LAB is committing up to \$700,000 from the
19 Library’s trust funds on the remodeling project and the Friends have earmarked
20 \$130,000 for the remodeling project and hope to add another \$40,000 or \$50,000 to
21 support the project.

22 Commissioner Arnold reported:

- 23 • That she continues to monitor the City Council’s budget discussions to determine if
24 they are going to take action on funding the City’s portion of the remodeling project.

25 Commissioner Lynch reported:

- 26 • That the City has agreed to pay for the carpeting as part of the remodeling project at
27 Sebastopol Regional Library.
28 • That Branch Manager Sue Struthers is starting a toddler program before the Library
29 opens at 9:30 a.m. This will allow the babies to enjoy an early baby reading time
30 with their mothers.

31
32 **DATE AND TIME OF NEXT MEETING**

33 Meeting: Regular Commission Meeting

34 Date: Monday, October 5, 2009

35 Time: 6:30 p.m.

36 Location: Central Santa Rosa

37
38 **ADJOURNMENT**

39 The meeting adjourned at approximately 9:59 p.m. by acclamation.
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42

Clerk