

LIBRARY SERVICES COMMISSION

Thursday, July 22, 2010, 6:00 p.m.

**Camarillo Public Library, Community Room
Camarillo, CA 93010
Tel: (805) 388-5222**

Minutes

Present:

Supervisor Kathy Long, County of Ventura, District 3; Chair & Mayor Pro Tem, Carol Smith; Mayor, Kevin Kildee; Councilmember Jamey Brooks; Councilmember Michelle Foster; Mayor Bill Fulton; Library Director, Jackie Griffin; Mayor Pro Tem, Sylvia Muñoz Schnopp (arrived at approximately 6:30 p.m.)

1. Call to Order

The meeting was called to order at 6:13 p.m.

2. Roll Call

3. Chair Carol Smith presented former Chair, Bill Fulton with a plaque for his service as Library Commission Chair in 2009.

4. Approval of Minutes

Motion: To approve the minutes of the April 15, 2010 Library Commission meeting.

Approved

5. Public Communications

Two members of the public were heard.

6. Commission Member Comments

NONE

7. Accept & file Grand Jury Report on Library Services

Approve letter of response to be sent to Grand Jury.

Passed: unanimously by a vote of 7 to 0.

Report/Action

Director Griffin reported that the Grand Jury performed a review of the Library agency and in that review addressed the appropriateness of the procedures used by the Ventura County Library for closing Wright Library. The sole recommendation that came out of the Grand Jury report was that the Commission continue to seek ways to fund the County Public Library.

In the response letter to the Grand Jury, it is stated that the Ventura County Library thanks the Grand Jury and agrees with their findings. The library is continuing to work on ways to keep costs down.

Public Comments:

Two members of the public were heard.

Motion: by Supervisor Long, seconded by Commissioner Kildee.
To accept the response letter as proposed.

Passed: unanimously by a vote of 7 to 0.

8. **Request that the Ventura County Library Commission receive the report from the Ventura County Library Commission Subcommittee on possible revisions to the MOU under which Ventura County Library operates. Discussion of options. Commission may vote on proposals.** **Unanimous Vote Required**

Director Griffin reported that at the direction of the Commission, the Ventura County Library created a MOU Subcommittee made up of Supervisor Long, Commissioner Kildee and Commissioner Foster. This subcommittee would work with City Managers and staff from the cities, county and County Library System to examine the current MOU.

Supervisor Long reported that the notes (see meeting documents) were taken during the MOU Subcommittee Meetings starting on September 3, 2009 through the last meeting held on July 12, 2010.

In response to questions about Central Service costs, Supervisor Long has asked Ventura County CEO Marty Robinson for assistance. Mrs. Robinson has contracted with Andy Belknap to look at the costs and compare them to other cities. He will also be looking at the Library Administration structure. This will be paid for by the county and will take approximately a month to complete.

Chair Smith asked clarification from Jerry Bankston, Camarillo City Manager about the operating costs of Camarillo Library.

Commissioner Schnopp stated, that due to practical realities of the current economic situation, it will be necessary to realistically look at all the possibilities. She also asked if it's possible to have another subcommittee meeting, prior to the Sept. 30th, to discuss the study once the report has been completed.

Commissioner Fulton shared some information that the City of Ventura has implemented in order to make cost distribution structures more equitable.

Commissioner Kildee welcomed any suggestions the Commissioners would like to make regarding the MOU.

Public Comments:

Two members of the public were heard.

Motion: Commission Fulton, seconded by Commissioner Kildee.

To receive the report from the Ventura County Library Commission Subcommittee on possible revisions to the MOU under which Ventura County Library operates.

Passed: unanimously by a vote of 7 to 0.

Action: At the next Library Commission Meeting the Director will bring information about how all the expenses break down. The Commission will speak about these and decide if they want to implement service cuts, etc.

The Library Commission will have a meeting to discuss Andy Belknap's report when it's available.

9. Library Director's Report

Report

Director Griffin reported the following:

- Ventura County Library has been utilizing technology to try to keep staffing costs flat as much as possible.
- The library is nearly ready to fully implement RFID. Most of the libraries are currently doing so.
- Mango Languages has been added to the library databases which means patrons can practice languages at home or in the library. This is a great addition to the library trying to provide as many services as possible to people's homes.
- Regarding the consolidation of Wright Library and Foster Library: all of the books are currently in Foster library. All of the children's books are shelved on the 2nd floor, which is now a Children's Floor dedicated entirely to Children's Services.
 - Security cameras have been added.
 - The Topping Room has been painted and carpeted. AV equipment will also be added.
 - The exterior of the building will be repainted.
 - On October 17th there will be a big celebration at Foster Library.
 - Sunday hours will be added in September.
- There have been a lot of great summer programs and circulation is continuing to climb.
 - Foster Library circulation has had a 25% increase.
 - Camarillo Library circulation has also experienced an increase.
 - Saticoy Library has experienced a tremendous increase in circulation as well.

- Library use has increased, which is typical during periods when the economy is declining.
 - Parents are looking for free entertainment for their children.
 - People are using the library for job hunting. The Ventura County Library is focusing on job hunting and unemployment resources. The librarian at the Piru Library is helping the community apply for unemployment.

Director Griffin stated that she would like to return to the monthly schedule of Library Commission meetings on the third Thursday of every month. She requested that the Commission schedule those for the remainder of the calendar year.

A goal is to get the Commission members more involved in Agenda Items. If this increased frequency of meetings isn't needed, they can be cancelled in a timely manner.

The Commissioners agreed that meetings for the remainder of the calendar year, will be held at Camarillo Library in the Community Room at 6:00 p.m. on Thursdays:

- September 30, 2010
- October 21, 2010
- November 18, 2010
- December 16, 2010

Meeting adjourned at 6:57 p.m.