APPROVED
1/27/2014

City of Roseville
Library Board – **Minutes**
Downtown Library
November 25, 2013

Library Board Members Present: Suzanne Dizon, Janice Hanson, Aldo Pineschi, David Uribe

Absent Excused: Lee Jones

Library Staff Present: Natasha Casteel, City Librarian
Laura Johnson, Librarian/Secretary

I. ROLL CALL – Ms. Hanson called the meeting to order at 6:32 p.m.

II. PLEDGE OF ALLEGIANCE – Mr. Uribe led all in the Pledge of Allegiance.

III. APPROVAL OF MINUTES – *A motion to approve the September 23, 2013, meeting minutes was submitted by Mr. Pineschi; Mr. Uribe seconded and the motion passed unanimously.*

IV. PUBLIC COMMENTS – There were no public comments.

V. SPECIAL REQUESTS/REPORTS/PRESENTATIONS

Brown Act Reminder
Ms. Johnson notified the board of a change to the meeting process that has been directed by the City Attorney's Office in order to standardize all City board/commission procedures. There is no change or update to the Brown Act itself, but the Attorney's Office is reinterpreting a portion of the Act resulting in a change to the meeting procedure.

Ms. Johnson described the change to procedure. During the presentations/reports segment of the agenda, the chairperson will ask for any comments/questions from the public after each agenda item. Following any public responses, the board will then finish by discussing the agenda item and deciding on any action if required.

Youth Board Member Update
Ms. Hanson reported to the board that a new youth board member has been selected after an interview process. She is very excited to announce that Marian Abdelmalek, a junior at Roseville High School who is college-bound and the editor of the high school newspaper, will be joining the board in January, 2014.

VI. REPORTS/ COMMENTS/ LIBRARY BOARD/STAFF

A. Winter Gala Update:
Ms. Casteel reported that the library has received $5,000 in donations and has sold 100 tickets to the event so far. Ticket sales will continue and should increase as the event nears. The Downtown Library will be closed December 7th to prepare for and host the gala. Maidu Library will be open additional hours from 9—5pm on that Saturday and the Riley Library from 10—5pm.

Local vendors are contributing and many volunteers (staff, the Roseville Lions Club and others) have signed up to help out.

B. Mobile Library Update:
Westpark Associates recently donated $5,500 towards the mobile library leaving only $5,500 needed to fully fund the vehicle. The RFP is going out to bid in December. The mobile library schedule will be planned in January, and April is still the expected roll-out date.

Ms. Dizon asked if the $5,500 was in addition to the monies expected from the gala.
Ms. Casteel said, yes, that it is in addition to the gala proceeds.

C. Downtown Library Report:
Ms. Casteel pointed out the upgrades in process at the Downtown Library including the new entry floor and paint. This direction to improve facilities came directly from the public in the Strategic Plan process.

While preparing the walls for painting, a time capsule from 1979, the year the Downtown Library opened, was discovered in the wall behind the plaque in the entry. Building Maintenance staff will need to open the copper box in order to view the contents. The time capsule was considered missing when staff wanted to open it as part of the recent library centennial celebration. Ms. Casteel said the library will schedule a separate event to unveil the contents to the public.

D. Library Statistics and Programming Update:
Ms. Casteel reported that the first quarter circulation statistics of library print materials was over 350,000. This projects out to 1.5 million circulations for the year, a 15% increase over last year which was a 12% increase over the previous year. Demand for library materials is skyrocketing.

Mr. Uribe inquired about apparent decreases in attendance over last year. Ms. Casteel stated that some resources and programs are maxed out and may be responsible for some of the attendance differences. She pointed out that the libraries are adding over 1,000 new cardholders each month.

VII . ADJOURNMENT – *A motion to adjourn was submitted by Mr. Uribe; Mr. Pineschi seconded and the motion passed unanimously. The meeting was adjourned at 6:52 p.m.*

The next meeting of the Roseville Library Board will be held on Monday, January 27, 2014, at 6:30 p.m. at the Riley Library.