



**CITY OF CORNING
LIBRARY COMMISSION AGENDA
WEDNESDAY, DECEMBER 3, 2008
CITY COUNCIL CHAMBERS
794 THIRD STREET**

A. **CALL TO ORDER:** At 5:30 p.m.

B. **ROLL CALL:**

**Commissioner: Bright
Dunham
Blankenship
Church
Chairman: Rasmussen**

C. **BUSINESS FROM THE FLOOR:** If there is anyone in the audience wishing to speak on items not already set on the Agenda, please come to the podium, give your name and address, and briefly identify the matter you wish to have placed on the Agenda. The Commission will then determine if such matter will be placed on the Agenda for this meeting, scheduled for a subsequent meeting, or recommend other appropriate action. If the matter is placed on tonight's Agenda, you will have the opportunity later in the meeting to return to the podium to discuss the issue. The law prohibits the Commission from taking formal action on the issue, however, unless it is placed on the Agenda for a later meeting so that interested members of the public will have a chance to appear and speak on the subject.

D. **REGULAR AGENDA:** All items listed below are in the order, which we believe, are of most interest to the public at this meeting. However, if anyone in the audience wishes to have the order of the Agenda changed, please come to the podium, state your name and address, and explain the reason you are asking for the order of the Agenda to be changed.

1. Waive the Reading and Approve the Minutes of the November 5, 2008 meeting with any necessary corrections.
2. Report from Tehama County Librarian Caryn Brown.
3. Report on Ridell Trust.

E. **ITEMS PLACED ON THE AGENDA FROM THE FLOOR:**

F. **COMMISSIONER REPORTS AND ANNOUNCEMENTS:**

Rasmussen: Dunham: Bright: Blankenship: Church:

G. **ADJOURNMENT:**

The Corning Library Commission serves as an advisory body to the Corning City Council and the Tehama County Library Director on Public Library issues including recommendations for building improvements, improvements to the literary, music and film collection and planning for future library service to the Community of Corning. The Commission provides a public forum for the proposal and discussion of public library services that benefit the Community. Ideally the Commission would encourage community volunteers to work together in the planning for current and future library facility and program needs.

POSTED: TUESDAY, NOVEMBER 25, 2008

THE CITY OF CORNING IS AN EQUAL OPPORTUNITY EMPLOYER



**CITY OF CORNING
LIBRARY COMMISSION MINUTES**

**WEDNESDAY, NOVEMBER 5, 2008
CITY COUNCIL CHAMBERS
794 THIRD STREET**

A. CALL TO ORDER: At 5:30 p.m.

B. ROLL CALL:

**Commissioner: Bright
Dunham
Blankenship
Church
Chairman: Rasmussen**

Commissioner Jerry Dunham was absent all other Commissioners were present.

C. BUSINESS FROM THE FLOOR: None.

D. REGULAR AGENDA:

Tehama County Librarian Caryn Brown requested to give her report on Agenda Item Number D-3 before Item Number D-2. There were no objections from the Commissioners.

1. Waive the Reading and Approve the Minutes of the September 3, 2008 meeting with any necessary corrections.

Commissioner Bright motioned approval of the September 3, 2008 meeting with any necessary corrections. Commissioner Blankenship seconded the motion. **Ayes: Rasmussen, Bright, Blankenship and Church. Opposed: None. Absent: Dunham. Abstain: None. Motion was approved by a vote of 4-0.**

2. Report from Tehama County Librarian Caryn Brown.

Caryn Brown thanked the Commission for their support during her recent interviewing process for the County Librarian position. Ms. Brown informed the Commission that her new contract with the County would commence January 2008. The State Librarian has indicated to Ms. Brown that the Tehama County Librarian position will be posted yearly for a 10 day period of time, but Ms. Brown would not have to go through the "interviewing process" again as her job as the County Librarian in the past year has been successful.

Caryn Brown also reported updates to the Commission in the areas of Children's Programming, the Tehama County and Corning Libraries "Friends of the Library" assistance and support during recent Book Sale events, upcoming holiday hours of operation and the desire to promote a "drive" to attract Library volunteers.

Ms. Brown reported the Public Library Funds (PLF) would be going down another \$2,500. Encouraging news was that the Tehama County population has had a 1% increase and that Library patron visits have increased by 3% - "over 89,000 people have come through the door".

Ms. Brown shared her "Projected Schedule Change" to "cut back" the hours of operation of each of the County Libraries. She conducted a "time study" of patrons in order to "customize" the hours of operation for each County Library. The "Projected Schedule Change" would be presented to the Tehama County Board of Supervisors by the end of December 2008 or early in January 2009.

THE CITY OF CORNING IS AN EQUAL OPPORTUNITY EMPLOYER

3. Status Report from Tehama County Librarian on the Library Survey.

Caryn Brown reports that the Library Survey is being delayed due to a staffing shortage. She assures the Commission that it has not been forgotten.

4. Discussion of Library Fountain.

Commissioner Rasmussen requests input from the Library Commissioners to submit a letter to the Hometown Revitalization Program, attention to Paulyne White or Yvonne Boles. The subject would be the outside Library Water Fountain being in need of repairs and what action needs to be initiated to repair the "leaking" fountain.

E. ITEMS PLACED ON THE AGENDA FROM THE FLOOR: None.

F. COMMISSIONER REPORTS AND ANNOUNCEMENTS:

Rasmussen: In reference to the September 3, 2008 Library Commission Meeting, the Commissioners discussed and agreed to agendize for the following Meeting (October 2008) to take action in the form of a "recommendation letter" regarding Caryn Brown's service as the Tehama County Librarian. An apology was expressed to Caryn Brown for the Commission not being aware/informed of the "cut off" date for such letter. Commissioner Rasmussen stated that she expressed her concerns to the City Clerk because the October meeting had been cancelled and the Commission did not have the opportunity to compose their recommendation letter. Commissioner Rasmussen approached the City Clerk for clarification of this matter. The City Clerk explained that the "cut off" date was prior to the October meeting. The City Clerk also stated that the City Manager had forwarded a letter of recommendation regarding the Tehama County Librarian Caryn Brown. Commissioner Rasmussen expressed that the Library Commissioners should have been given a letter or some form of communication providing an update regarding the letter of recommendation.

Dunham: Absent.

Bright: None.

Blankenship: None.

Church: Commissioner Church would like to agendize an update on the Ridell Funds for the next Library Commission Meeting. The Commissioners discussed the Certificate of Deposit (CD) due to mature in December 2008. All agreed to agendize an update from the City Treasurer.

G. ADJOURNMENT: 6:24 p.m.

Dawn Grine, Deputy City Clerk

CITY OF CORNING

OCTOBER 2008

TREASURERS REPORT

TRUST ACCOUNTS

| | | | |
|-------------------|------------|------|----------|
| PREMIER WEST BANK | 200,693.49 | 4.46 | 12/13/08 |
| RIDELL TRUST | | | |

Respectfully Submitted

Pala Cantrell
City Treasurer