CITY OF CORNING
LIBRARY COMMISSION AGENDA
WEDNESDAY, FEBRUARY 7, 2007

CITY COUNCIL CHAMBERS
794 THIRD STREET

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

B. ROLL CALL:

Commissioner:	Stuart
	Dunham
	Bright
	Vacant
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 January 3, 2007 with any necessary corrections.
2. Report from Tehama County Librarian Ray Schroff.
3. Discussion of Action - Library Commission Goals.

E. ITEMS PLACED ON THE AGENDA FROM THE FLOOR:

F. ADJOURNMENT:

POSTED: FEBRUARY 2, 2007

THE CITY OF CORNING IS AN EQUAL OPPORTUNITY EMPLOYER

CITY OF CORNING
LIBRARY COMMISSION MINUTES
WEDNESDAY, JANUARY 3, 2007

CITY COUNCIL CHAMBERS
794 THIRD STREET

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

B. ROLL CALL:

Commissioner:	Stuart
	Dunham
	Bright
	Vacant
Chairman:	Rasmussen

Commissioners present were: Rasmussen, Dunham and Bright. Commissioner Stuart was absent.

C. BUSINESS FROM THE FLOOR: None.

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 January 3, 2007 with any necessary corrections.

Commissioner Bright motioned approval of the minutes of the January 3, 2007 meeting as read and Commissioner Dunham seconded the motion. **Ayes: Rasmussen, Dunham and Bright. Opposed: None. Absent: Stuart.**

2. Report from Tehama County Librarian Ray Schroff.

County Librarian Ray Schroff reported that the new Microfishe reader/printer was not printing clearly, however the scanner was working well. Mr. Schroff stated that he would be checking with the Company the reader/printer was purchased from to see if they could assist with correcting the printing problem. City Manager Stephen Kimbrough suggested contacting the Ray Morgan Company to service the machine if the Company the machine was purchased from was unable to remedy the printing problem.

City Manager Kimbrough asked Mr. Schroff about the County Library Budget and future forcasts. Mr. Schroff stated that 2006/07 budget wasn't expected to be bad, however he was informed that future budgets could be tight. He stated that they had received an increase this year. Mr. Schroff informed the Commission that he goes to Sacramento every April to lobby for more Public Library Funds, (these funds come in February). Mr. Schroff informed the Commission that the Library should be spending $1 per capita for materials; currently we spend $0.50 per capita. The current budget is for the County is $525,000; this should be $750,000 to $800,000. Mr. Schroff stated that budget meetings begin in April, preliminary budget in mid June; and the final budget normally is passed in September after the State adopts their budget.

City Manager Kimbrough asked Mr. Schroff to provide a circulation and use evaluation data for the County Libraries at the next meeting. He stated that the City owns and maintains the City Library building, pays for utilities (water, sewer, and electrical) and contributes $800 for supplies; the County provides staffing and owns the materials. He also asked the Commissioners to be advocates for the City Library in the community and contact County Board Members (Williams & Warner for our area) to express support of the Library.

3. Discussion of Action - Library Commission Goals.
   (What do you want to accomplish next year?)

Commissioner Rasmussen: Would like to see extended hours, more volunteers (she asked who to contact regarding volunteering and what are the requirements), and an additional staff person/volunteer. Mr. Schroff stated that extending the hours would require at least one additional part-time position, and this position must be a paid Staff member. Currently the Corning Library is open 24 hours per week total. The Library hours currently vary Monday – Friday and is closed on weekends, Red Bluff Library is open 30 hours per week, and Los Molinos is open 16 hours per week.

Mr. Schroff informed the Commission that the Library Web Page should hopefully be completed and available by April. He also informed the Commission that he felt that the Library entry should be lighted possibly with recessed lighting. He thanked the City's Public Works Department for their work on the Library signage letters and signage lighting.

Commissioner Rasmussen stated she believes it would be helpful to have some of the Library Staff present at the Commission meetings in order to get their input and knowledge.

Commissioner Dunham suggested mailers or use of website to obtain public input on ideas for improvements or better utilization of the Library services. City Manager Kimbrough suggested contacting Melinda Self, Coordinator of the High School Interact Club or Robert Hall, coordinator for High School Student Council to coordinate and perform a possible survey. City Manager Kimbrough volunteered to make the contacts for this. Commissioner Dunham provided survey samples to use as a guide for a public survey.

Mr. Schroff was asked to provide a Library user's count at the next meeting.

E. <u>ITEMS PLACED ON THE AGENDA FROM THE FLOOR</u>: None.

F. <u>ADJOURNMENT</u>: 6:43 p.m.

Lisa M. Linnet

Lisa M. Linnet, City Clerk