

CITIZEN'S OVERSIGHT COMMITTEE  
Helling Library  
Nevada City, California

**AGENDA: August 16, 2021**

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Agenda for the regular meeting of the Citizen's Oversight Committee (COC) scheduled for Monday August 16 at 3:00 p.m. via Zoom

Committee Members: Josie Andrews, Michael Hill-Weld, Becky Robinson

Present:

Clerk of the Committee: Nick Wilczek, County Librarian

Guests: Kathleen Eagan

Absent: None

1. Call Meeting to Order/Roll Call – Michael Hill-Weld, Chairperson
  - The meeting called to order at 3:05 p.m. by Michael Hill-Weld.
2. Introductions
3. Review and adoption of Minutes of Prior Meeting – Kim Wellman, Administrative Services – County Library
4. COC vacancies – Michael Hill-Weld
  - Michael asked everyone to consider candidates for the COC
  - Contact Julie, the Clerk to the Board of Supervisors, to start the process
  - Kathleen will find someone else for Truckee
5. Measure A Sales Tax Receipts Report – Nick Wilczek, County Librarian
  - Nick said the measure A revenue keeps coming in higher and might bring in \$1 million extra
  - Elise said it is not a normal for us to increase in budget so much as opposed to last year
  - Amazon sales tax increased significantly from last year as well
6. County Librarian's Report including status of staffing, new staffing, new programs and implementation timeline and facilities – Nick Wilczek, County Librarian
  - Staffing changes Abby is the new Admin Services Assistant. Thank you to Elise for helping her. We recently hired a part-time Library Assistant I at Madelyn Helling, Cheryl Shilling. We are in the process of hiring a new part-time Library Assistant I Kacy has resigned, and the position will be filled at Grass Valley
  - Current programs and projects: We are making modifications as needed due to COVID-19. We are open fulltime with no restrictions and will be pushing back indoor programming. Programming will now be outdoor. We are also establishing what day-to-day is now for regularity

- i. The genealogy programming is doing really well. Laura and Alisa have done fantastic jobs
- There was a press release stating we are officially fine free. Nick says it is a big deal and many stop using the library when they hit their limit on overdue fines.
- Bike repair stands have been installed at Truckee and Madelyn Helling with basic repair tools and pumps
- Circulation: May was the last month we were fully curbside, and July was first month we were fully open. Circulation went up 26%. People were excited to come back into the library
- Upcoming: The three big branches are expanding hours on September 1, reintroducing evening and Saturday hours. Hours have shifted at a couple locations, but none have decreased hours.
- Lucky Day collections – This has been done at Truckee. We buy popular books that cannot be put on hold. We will have those same books available for hold as well. This will start on September 1
- Updating card type policies: There has been a document created outlining our adult, teen, and youth cards. The document provides insight into what you need to get the cards and what privileges you are entitled to. We are currently working with County Council to implement this in order to make library cards easier to get and checking things out easier to do
- There is an outdoor movie planned for Truckee but is COVID dependent. Bobbi scheduled a showing of the Incredibles on September 10 at Truckee regional park
- We are getting laptops ready for circulation and are working with IS
- Facilities- Refreshments of the existing Truckee library are moving forward with new paint, carpet, furniture, and shelving. We are receiving bids now and worked with staff for input to make the building feel bigger, have better lights, and seem more inviting.
- The Board of Supervisors approved the lease for the Bear River library, and we are entering the design phase
- There is a new HVAC in Grass Valley. We are receiving bids for new security cameras in the building
- Program: Penny Valley and Grass Valley were cooling centers on the weekend and we expect to host more to be supportive of County emergency responses
- Kathleen asked on genealogy- how do people from Truckee participate? The meetings are all online and Kathleen might highlight it in their newsletter
- Becky said Penn Valley library looks great and commented about dementia packs available there. She was excited to see them and asked if people utilize it. Nick will pass it on the question

## 7. Truckee Library Status – Steve Monaghan

- A joint powers authority (JPA) legal structure will be used to be able to build the new library building. Partnerships between friends, county, town, Placer County, or other local agencies are in the works now. Steve filed the recruitment and updated the scope of work. Firms have been contacted and interviews have

been held. The committee selected two firms to negotiate with and hopefully work out a legal entity soon

- FOL: The application process for grants has been worked on. In the last 1.5 to 2 years, they have broadened awareness of the Truckee library. Value of the expanded facility has been circulated to show that there is more space for larger events. We want to engage the community by showing that the effort to build a new library is underway. There have been 40 presentations done virtually to community groups and 14 presentations to local special districts, nonprofits, etc. Advertising has been done through print ads, the website, a brochure, and other marketing materials. They have launched a library of luminaries and 8 business luminary programs for studies, and anything needed for the new building project including fundraising to offset costs. They have initiated a library of outreach for Latinx individuals and translating for the website and social media posts. They have met with the English Learning Advisory Committee and schools for individuals have English as their second language

8. Public Comment

9. Next Meeting: November 15, 2021 (Zoom)

10. Adjournment:

The meeting adjourned at 3:42 P.M.