

**SHASTA PUBLIC LIBRARIES
CITIZENS ADVISORY COMMITTEE
Burney Library
37038 Siskiyou Street, Burney, California
November 4, 2009**

MINUTES

ROLL CALL

The regular meeting of the Library Advisory Committee (LAC) was called to order by Chair Peggy O'Lea at 3:00 p.m. on Wednesday, November 4, 2009, with the following Committee Members present: Steve Brewer, Connie Cleckler, Patte Jelavich, and Elaine Grossman. Also in attendance were Shasta Public Libraries Director Jan Erickson, City of Redding Community Services Director Kim Niemer, Burney Library Branch Manager Deb Dean, and Redding Library Administrative Assistant David Brichacek.

PUBLIC COMMENT

Friends of the Intermountain Libraries, Inc. (FOIL) Vice-president Kathy Urlie and community member Evalee Nelson proposed moving the Burney Library to a vacant building which was previously the Lyon's Pharmacy located on Main Street (HWY 299), Burney, California. They noted that this proposal would be discussed during the Burney Library overview, item number four (4) on today's agenda.

CONSENT CALENDAR

The minutes from the meeting on October 7th, 2009, were presented. Chair Peggy O'Lea pointed out that the third (3rd) and fifth (5th) paragraphs on page six (6) needed amending for clarification.

Motion: To approve Consent Calendar with amendments to paragraphs three (3) and five (5) on the sixth (6th) page (Made by Committee Member Brewer, Seconded by Committee Member Elaine Grossman).

AYES:	Committee Members Brewer, Cleckler, Grossman, Jelavich
NOES:	None
ABSTAIN:	None
ABSENT:	None
MOTION APPROVED:	Chair Peggy O'Lea

BURNEY LIBRARY OVERVIEW

Burney Library Branch Manager Deb Dean presented a Burney Library overview. She conveyed that the Library is very near and dear to her as well as to the Burney community. She expressed thanks to FOIL and for all that they have done for the Library.

Committee Member Brewer noted that Branch Manager Dean had mentioned, in her overview that the Burney Library needed a larger facility. Brewer asked if any plans had been developed for acquiring a larger facility and questioned if the LAC could help with acquiring the needed space.

Chair O'Lea asked if there were any non-facility related or programmatic questions associated with the Burney Library overview.

Branch Manager Dean offered thanks to FOIL, and noted that the Burney Library would not be open if not for their contributions. She presented institutional history regarding the Burney Library. In 1989, FOIL's first

fundraiser made \$62. In September 1989, the Eastern Shasta County Library Committee was formed to support the Burney Branch. An agreement was forged with the Shasta County Supervisors wherein the committee agreed to raise and send to Shasta County \$6,000 per year as part of the Library's operating expenses. In 1991, the committee incorporated and became FOIL. In 1999, a pledge program began for all Shasta County Libraries to increase open hours. Burney's required amount went from \$6,000 to \$10,500 per year. In June 2006, full funding for Burney Branch was approved by the Shasta County Supervisors. From 1989 to June 2006, FOIL sent almost \$150,000 dollars to Shasta County. Branch Manager Dean noted that these facts are very important both to the Library and to the Burney Community. FOIL Vice-president Kathy Urlie agreed that this information is very important to the community and added that the magnitude of such an accomplishment is hard to comprehend. Urlie stated that these fund raising accomplishments are tremendous in comparison to larger libraries' fund raisers, which could bring in thousands of dollars per event. This is due to the "nickel and dime" nature of fund raising through events like bake sales, book sales, the annual tea and more. Chair O'Lea added that it is wonderful that the community continues to raise these funds year after year. She also mentioned that from Branch Manger Dean's written overview report she gathered that the Burney Branch was the first Branch Library of the Shasta County Libraries.

Branch Manager Dean noted that the present Library building was dedicated in April 1969. Dean presented needs of the Library including the need to update and revamp the facility. The greatest area of need is that of public space. The Burney Branch is one undivided room of 1,760 square feet. There is no definition of space and no private areas for study or meetings. During preschool programs and class visits the noise level can become disturbing to other customers. Shelf space is limited so constant weeding is necessary to make room for new material. FOIL Vice-president Urlie added that, due to space constraints, the materials collections are paired down significantly. There is no air-conditioning. A parking lot planned 40 years ago never materialized. Shasta County provides basic maintenance and upkeep on the building, but improvements, such as energy-efficient lighting, double-pane windows, painting, etc., are currently on hold.

Committee Member Jelavich mentioned that from the County's perspective a site visit would be needed to assess needs, and the feasibility and size of any proposed expansion. She added that prior to the new [Redding] Library being built these types of questions never made it past Public Works and wondered if there had been any progress in that regard. Committee Member Grossman noted that she had extrapolated information about the building's layout including an approximation of how far the building could be expanded towards its heliport. The estimate showed costs of approximately \$215 per square foot for construction. She forwarded this information to Committee Member Cleckler and FOIL so that they could estimate how much space would be needed and if there would be infrastructure needs like additional bathrooms, etc. which would affect construction costs.

Community Services Director Niemer mentioned that next steps should include contacting an architect to help with scoping out expansion needs.

Branch Manager Dean noted that Public Works had visited Burney Library recently and had taken pictures for potential grant considerations relating to energy-efficiency, such as efficient lighting, insulation needs, double-pane windows, etc.

Committee Member Grossman noted that stimulus grant monies may be available for energy efficiency updates. She mentioned that the replacement of the lighting would be covered by this grant and should be implemented before June 30, 2010. Grossman also mentioned that she had spoken with persons in charge of these general fund monies and had been granted tentative approval to have the Library's ceiling painted while the lights are removed for replacement. Grossman added that \$2,300.00 for dual pane windows was tentatively included in the 2008-2009 budget, but was passed over to the 2009-2010 budget. Chair O'Lea asked if this grant was only for energy efficiency updates. Committee Member Grossman confirmed that these funds can only be utilized for energy efficiency updating.

Committee Member Grossman noted that the Library has been in need of an HVAC system. She had voiced concern that if an HVAC system was installed for the current size of the Library it may be insufficient if the Library were to be expanded. Branch Manager Dean noted that the Library currently has two heating units and a swamp cooler. Committee Member Grossman noted that the replacement of a motor in the ADA door had taken monies out of last year's budget in the amount of approximately \$2,000.00. Additionally, installation of emergency lighting cost \$1,400.00.

Community Services Director Niemer stated that Pacific Gas and Electric may offer rebates for energy efficiency updates. Niemer suggested that a formal proposal including design and concept work of the desired expansion be developed for presentation to the County. She noted that a contractor or drafts person could be utilized for conceptualizing space, design, building codes, etc. at this stage of planning rather than an architect. She mentioned that using the community's or Shasta Library Foundation's networks could help with obtaining the needed input that could materialize into expansion plans with accurate costs for presentation to the County.

Branch Manager Dean introduced Evalee Nelson who has conducted research into the former Lyon's Pharmacy building which is currently vacant and could possibly be utilized for relocating the Burney Library.

Evalee Nelson introduced herself as a 30-year community member who has a passion for this Library. Nelson gave information about a vacant building, located on Main Street in Burney. The building is owned by the Shasta College Foundation and has remained vacant for approximately ten years. The Shasta College Foundation is unable to use the building because it does not meet university earthquake standards, but it does meet county and state standards. Nelson noted that this building has approximately 5,200 square feet of floor space and has ample parking as well. She further noted that the building is located next to Tri-Counties Bank on Main Street, and receives snow plow road clearance in the winter. The 5,200 square feet of floor space would offer ample room for meeting space, storage space, computer space, and a large collection of materials. The building does need some updating and ADA upgrades. Nelson presented a collection of pictures showing the building and its spaces.

Community Services Director Niemer noted that the County is the owner of the Burney Library facility, but the LAC is the advisory body to the Redding Library Municipal Board which oversees the system. She stated that it would be appropriate for the LAC to make recommendations regarding Burney customers' needs what facilities would more suitably accommodate them.

Members of the LAC commended Evalee Nelson for all of her due diligence and for providing an excellent presentation with many opportunities for the Burney community and their Library.

FOIL Vice-president Kathy Urlie stated that FOIL has been in place since 1991 and has helped raise funds for the Library. Funds have been raised through many venues including Burney's Annual Tea held in Branch Manager Dean's backyard, bake sales, the Main Street book shop, and online book sales.

STAFF RECOGNITION

Library Director Erickson commended Burney Library Branch Manager Dean for providing excellent customer service and Library management. Branch Manager Dean was awarded a Star Service pin honoring her efforts in providing outstanding service in her position as Burney Library Manager.

DIRECTORS' REPORT AND STATISTICS

Library Director Erickson presented her Director's Report. Director Erickson visited with the Redding Library's vendor for digital material at the California Library Association (CLA) conference, who provided many ideas for marketing digital media. Director Erickson presented an article from the cover of the *New York Times* covering the popularity and importance of eBooks in digital media. She enumerated many advantages

of digital material. For example, digital material cannot be damaged or stolen and there are no fines since material is never overdue. Additionally, material does not require shelving or transportation between facilities which reduces costs.

Library Director Erickson reported that the Redding Library's Literacy Event sponsored by *KIXE* had an attendance of approximately 650 people. Additionally, 150 people attended the Library's parenting workshop.

Library Director Erickson commended Outreach Coordinator Megan Owens for her article, Indulge in a Good Book, which appeared in *Women's Magazine*.

Community Services Director Niemer reported that the City is preparing for contract negotiations with LSSI regarding the Library. She asked if any LAC members would be interested in helping her with this task. Chair Peggy O'Lea and Board member Jelavich volunteered.

The meeting was continued to the Lyon's Pharmacy building on Main Street which was proposed as a possible new Burney Library facility location.

ADJOURNMENT

There being no further business, at the hour of 4:30 p.m. Chair O'Lea declared the meeting adjourned.