



LODI PUBLIC LIBRARY BOARD OF TRUSTEES

Lodi Public Library
201 West Locust Street, Lodi, CA. 95240

Minutes

Date: January 9, 2023
Closed Session: 5:00 pm
Regular meeting: 5:30 pm

For information regarding this Agenda please contact:

Akilah Manuel
Library Director
Telephone: (209) 333-5540

Notice Regarding Public Comments

Public Comment may be submitted in the following ways:

- In-person – The Lodi Public Library is open to the public in accordance with CDPH and CalOSHA guidelines.
- Email amanuel@lodi.gov
 - Received no later than two hours prior to the meeting
- Mail – Lodi Public Library 201 W. Locust Street Lodi, CA. 95240
- Hand delivered to: Lodi Public Library 201 W. Locust Street, Lodi, CA. 95240
 - Received no later than two hours prior to the meeting

A. CALL TO ORDER/ROLL CALL: 5:34 p.m.

Trustees Present: Caitlin Casey, Frankie Kooger, Brian Campbell, and Nick Dalebout.

Also Present: Director Akilah Manuel, Foundation President Stuart Krengel, Friends president Kathryn Siddle, library staff Yvette Herrera, and Jazmin Duffy.

B. INTRODUCTIONS

C. Announcement of Closed Session -- Public Employment – Regarding One Position (1) - Library Director pursuant to Government Code §54957

No reportable action, discussion only.

NOTE: THE FOLLOWING ITEMS WILL COMMENCE NO SOONER THAN 5:30 P.M.

D. APPROVAL OF MINUTES

Trustee Campbell motioned, Trustee Dalebout seconds. Motion Carries.

E. COMMENTS BY THE PUBLIC, LIBRARY BOARD, AND STAFF (NON-AGENDA ITEMS)

If you wish to address the Library Board, please refer to the Notice at the beginning of this agenda. Individuals are limited to one appearance during this section of the Agenda. (The time allowed per person per non-agenda item for comments made by the public is limited to five minutes.)

None

F. REPORTS

F-1 Library Director Report

Building & Technology:

- No updates to report.

Staff & Volunteers:

- No updates to report.

Continuing Education & Meetings:

- No update to report.

Collections & Materials

CATEGORY	OCTOBER	NOVEMBER	DECEMBER
J NON-FIC	38	71	26
J FIC	55	136	36
AUDIO CD			
TEEN NON-FIC	16	14	5
TEEN FIC	10	31	8
DVD	0	0	0
ADULT NON FIC	26	58	3
ADULT FIC	68	60	4
TEEN GRAPHIC NOVEL	0	9	0
BIO	0	6	0
LP	7	14	0
Adult Graphic Novel Fic	0	0	0
Adult GN Nonfic	0	0	0
Link + Books Loaned	129	125	101
Link+ Request Filled	104	111	106

Finance:

- There are no financial updates to report.

Programming & Outreach:

Programs:

- The community events held at the library in December were the highlight of the month. The Literacy and Programs team, volunteers, and the Teen Advisory Board partnered to host a total of 32 live sessions, with a total of 648 participants.

Program	Number for sessions	Staff/volunteers	Total Attendance
Story time	4	7/0	169
Cozy Reading	3	1/0	18

Mugs & Cocoa	1	1/4	36
Glitter Ornaments	1	3/0	86
Kids Painting	1	3/0	94
Snowpeople Creations	1	3/0	114
Teens/Adults Painting	1	3/0	43
Snowflakes	1	3/0	56
Charm Bracelet Gifts	1	1/3	15
CLC Classes	19	1/5	32

Digital Services

CATEGORY	OCTOBER	NOVEMBER	DECEMBER
COURSERA	TBA	TBA	0
NORTHSTAR	0	0	0
LinkedIn Learning	1	2	2
A-Z WORLD			
BRITANNICA ESCOLAR	12	3	65
CULTURE GRAMS	6	3	0
DMV	7	46	4
E-LIBRARY	0	0	0
GALE ARCHIVES UNBOUND			
GETSETUP	TBA	30	TBA
VETS NOW	TBA	10	280
LIB CENTRAL			
PQRC	2	2	2
SKILLSHARE	0	1	2

Circulation

OCTOBER	NOVEMBER	DECEMBER
3900	6290	9526

Reference

OCTOBER	NOVEMBER	DECEMBER
119	89	103

Door Count

OCTOBER	NOVEMBER	DECEMBER
7300	7005	5280

Patron Registration

OCTOBER	NOVEMBER	DECEMBER
305	218	171

Youth services:

- No updates to report.

F-2 Private Sector (Trustees') Investments Report

- PNC Bank value on December 31, 2022: \$106.30
- Phillips Financial value on December 31, 2022: \$149,944.89

F-3 Lodi Public Library Foundation Report – Stuart Kregel

- Beginning in the new year, the Lodi Library Foundation has completed an appeal for approximately \$15,000 in funding. It will fill a void with the upcoming circulation desk project. The total cost of retrofitting the circulation desk will be \$20,000, and the \$17,000 donated in conjunction with the appeal will bridge any funding gaps that the foundation may have in order to complete the project. The retrofitting work will begin in March. After the retrofitting is completed, the foundation will hold an unveiling event. Mrs. Paulsen, and her family whose donation made the project possible, will be honored at this event.
- On March 30, 2023, the library will host Books, Bubbles, and Brews.
- The annual storytelling event will be held in the fall, and this year's storyteller will be Bil Lepp.

F-4 Friends of the Lodi Public Library Report – Kathryn Siddle

- The Friends held their annual gathering in December to thank all of the volunteers. Despite their limited number of hours at the bookstore, the Friends of the Library raised a total of 20,000 dollars. The primary goal is to continue sponsoring events that the library wishes to host.
- Kathryn states the Friends of the Lodi Public library are hoping to expand the Trivia Night event this year at the 5 Window Brewery.

F-5 Library Closure March 30, 2023 — Director Manuel

- Trustee Kooger motions to accept F-5 as written, Trustee Campbell seconds. Motion Carries.

G. ADJOURNMENT: 5:44 p.m.

Pursuant to Section 54954.2(a) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day.

Jazmin Duffy
Administrative Clerk

***Notice: Pursuant to Government Code §54954.3(a), public comments may be directed to the legislative body concerning any item contained on the agenda for this meeting before (in the case of Closed Session items) or during consideration of the item.*

All staff reports or other written documentation relating to each item of business referred to on the agenda are on file in the Office of the Lodi Public Library, located at 201 W. Locust Street, Lodi, and are available for public inspection. Agendas and staff reports are also posted on the City's website at www.lodi.gov. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation contact the City Clerk's Office as soon as possible and at least 72 hours prior to the meeting date. Language interpreter requests must be received at least 72 hours in advance of the meeting to help ensure availability. Contact Yvette Herrera at (209) 333-5554. Solicitudes de interpretación de idiomas deben ser recibidas por lo menos con 72 horas de anticipación a la reunión para ayudar a asegurar la disponibilidad. Llame a Yvette Herrera (209) 333-5554.

For information regarding this Agenda please contact:

Akiliah Manuel
Library Director
Telephone: (209) 333-5540