

**LIBRARY AND LITERACY COMMISSION**

**Tuesday, January 10, 2012**

**5:30 p.m.**

**LOCAL HISTORY ROOM**

**PORTERVILLE PUBLIC LIBRARY**

**AGENDA**

**I. CALL TO ORDER**

**II. ROLL CALL**

|                            |           |                  |           |
|----------------------------|-----------|------------------|-----------|
| Ellen Nichols, Chair       | (10/2012) | Joe Moreno       | (10/2012) |
| Mary Leavitt               | (10/2012) | Allan Bailey     | (10/2012) |
| Rebecca Ybarra, Vice Chair | (10/2013) | Catherine E. May | (10/2013) |
| Stephanie Cortez           | (10/2013) |                  |           |

**III. ORAL/WRITTEN COMMUNICATIONS FROM PUBLIC**

All items not scheduled should be addressed to the Library and Literacy Commission at this time during Oral Communications. Anyone wishing to address the Library and Literacy Commission should state their name for the record. In order to proceed in a timely manner, please limit the duration of your comments to three (3) minutes.

**IV. REPORTS**

This is the time for the Library and Literacy Commissioners to report on advocacy activities.

**V. CONSENT CALENDAR**

Consent Calendar items are considered routine and informational in nature and will be enacted in one motion. There will be no separate discussion on these matters unless a request is made, in which event the item will be removed from the Consent Calendar.

1. Library and Literacy Commission Minutes of December 13, 2011
2. Monthly Highlights – information only
3. Literacy Report – information only
4. Second Floor Renovations – information only
5. Announcements – information only

**VI. SCHEDULED MATTERS**

1. Annual California Library Association Conference – presentation by Commissioners

**VII. COMMENTS FROM COMMISSIONERS**

The Commissioners' opportunity to comment on any item or issue that is under the purview of the Library and Literacy Commission that is not on the agenda.

**VIII. SCHEDULED ITEMS FOR FUTURE MEETINGS**

Agenda items for subsequent Commission meetings.

**IX. ADJOURNMENT** - to the meeting of Tuesday, February 14, 2012 at 5:30pm

In compliance with the Americans with Disabilities Act and the California Ralph M. Brown Act, if you need special assistance to participate in this meeting, or to be able to access this agenda and documents in the agenda packet, please contact the Office of City Clerk at (559) 782-7464. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting and/or provision of an appropriate alternative format of the agenda and documents in the agenda packet.

Materials related to an item on this Agenda submitted to the Library and Literacy Commission after distribution of the Agenda packet are available for public inspection during normal business hours at the Library, 41 West Thurman Avenue, Porterville, CA 93257.

***The mission of the Porterville Public Library is to be a visible learning center by providing literacy materials and services for all ages throughout our community for personal enrichment, the power of information, and the joy of reading.***

## **LIBRARY AND LITERACY COMMISSION**

Tuesday, January 10, 2012

5:30 p.m.

### **CONSENT CALENDAR**

#### **1. Library and Literacy Commission Minutes**

Call to Order: The meeting was called to order at 5:32 pm by Ellen Nichols, Chair.

Roll Call: Chair Nichols, Commissioner Leavitt, Commissioner May, Commissioner Cortez, Commissioner Moreno and Commissioner Bailey

Excused Absence: Commissioner Ybarra

Also Present: Milt Stowe, Parks & Leisure Services Director; Vikki Cervantes, City Librarian; Anthony Arellano, Library Supervisor

Oral/Written Communications from Public: None

Reports: Chair Nichols and Commissioner Cortez reported that they attended the Chamber of Commerce Mixer at Sierra View Hospital.

Consent Calendar: Chair Nichols made a correction to item #1 – Library and Literacy Commission Minutes of November 8, 2011 under Comments from Commissioners. Regarding the announcement of the TUTOC meeting, the date should read November 17 instead of December 17. Commissioner Bailey removed item #5 – Mural. Commissioner Moreno motioned to approve the consent calendar as corrected without #5. Commissioner Cortez seconded and the motion passed.

Item #5 – Mural. Commissioner Bailey removed this item to receive more detailed information. Ms. Cervantes reported that the artist withdrew due to a lack of commitment from the team of artists that he had assembled. Mr. Stowe added that the artist is going to attend school and that he is still interested in continuing the project upon his return. Chair Nichols shared the artist's own explanation by reading his email aloud. She recommended that staff send him a thank you letter.

Scheduled Matters:

1. Annual California Library Association Conference  
Mr. Arellano relayed a request from Commissioner Ybarra to allow her to make her portion of the presentation in January's meeting since she was unable to attend today. Commissioner May and Commissioner Leavitt presented information from the California Library Association Conference. They distributed copies of presentations and referenced OCLC's report "Perception of Libraries, 2010 Context and Community." They recommended continuing discussion at the next meeting to give fellow Commissioners time to read the handout "Getting to Win!"
2. 2012 Library and Literacy Commission Advocacy  
Chair Nichols encouraged Commissioners to attend meetings for City Council, the Parks & Leisure Commission, and the Youth Commission. She volunteered to attend Youth Commission meetings. Commissioner Moreno stated that he enjoyed attending City Council meetings and would drop-in when possible. It was recommended that Commissioners should call a service club ahead of their scheduled meeting if they desired to be a speaker or visitor to find out more about their organization.
3. Library Facility  
Commissioner Leavitt recommended scheduling a Library Facility Study Session after there had been more time to digest the California Library Association information. After discussion, the Commissioners agreed to have it as the only Scheduled Matter for the March 13, 2012 meeting and to start the meeting at 5pm to allow more time.

Comments from Commissioners: Chair Nichols indicated that she would like Commissioners to have more to report on advocacy activities derived from attendance at the aforementioned meetings.

Scheduled Items for Future Meetings: Commissioner Ybarra will present her portion of the California Library Association conference, "Getting to Win!" document discussion, and plan ongoing future discussions.

Adjournment: The meeting was adjourned at 6:47 pm.

## **2. Monthly Highlights**

In December 2011, Porterville City Library kicked off an inaugural Santa Program sponsored by the Friends of the Library. The Porterville City Library serviced the community by providing photo opportunities with Santa Claus. Patrons could bring a canned good (for a local food bank) or a toy (for Toys for Tots) in exchange for a 4x6 photo or they could take their own pictures. Santa made appearances and photo opportunities on the following dates:

- On December 2, 2011, Santa made an appearance at the First Friday Coffee. He passed out bookmarks and library fliers.
- On December 3, 2011, Santa was available for photos at the Friends of the Library Book Sale. Parents were appreciative that they got to shop for books and their children had a photo opportunity with Santa. There were 32 participants who received photographs.
- On December 14, 2011, Santa was available for photos at the Margaret J. Slattery Children's Library. There were 32 participants who received photographs.
- On December 19, 2011, Santa was on site and available for photos. The library collected 215 cans of food, 16 toys, and \$50.00 cash to be distributed to local food banks, Toys for Tots, and The Friends of the Library. There were 170 participants who received photographs.
- On December 20, 2011, staff held a special Christmas story time. Staff read books, sang songs and had Santa make a special visit. Participants were able to take a photo with Santa and enjoy refreshments. There were 197 participants who attended.

The Harmony Pathways students partnered with the Porterville Public Library and created a Winter Wonderland Reading program that started the month of December 2011 and will end in January 2012.

- On December 5, 2011, Harmony students held a Letters for Santa Craft. There were 10 participants.
- On December 6, 2011, Harmony students held a Pajama Story Time. They read books and had a Wreath Craft. There were 11 participants.
- On December 12, 2011, Harmony students held a Tree Decorations Craft. There were 23 participants.
- On December 13, 2011, Harmony students held a Pajama Story Time. They read books and had a Snowflakes craft. There were 26 participants.
- On December 19, 2011, Harmony students held a Reindeer Craft. There were 27 participants.

- On December 20, 2011, Harmony students held a Pajama Story Time. They read books and had a Coloring Craft. There were 17 participants.
- On December 27, 2011, Harmony students held a Pajama Story Time. They read books and had a Dabber Art Craft. There were 15 participants.

### **Other Announcements**

- On December 2, 2011, staff held a First Friday Book Club. There were 5 participants. The group read *The Art of Detection* by Laurie R. King. Each participant shared their thoughts and gave their opinions on the book and its characters.
- On December 8, 2011, staff attended the Chamber of Commerce Holiday mixer at Sierra View District Hospital to promote the Santa Program and pass out fliers.
- On December 9, 2011, staff conducted a welcome tour of the library for the English Language Literacy Intensive participants and their parents. There were 34 participants.
- On December 9, 2011, staff conducted 2 library tours for the second grade students from John J. Doyle School. There were 48 participants.
- On December 13, 2011, staff participated in a Rotary function held at Billou's. The Breakfast Rotary organized a "Santa Call Center" for the children of Porterville to call in with their Christmas wishes. Staff assisted with English and Bilingual calls.
- On December 14, 2011, the Social Security Office staff made arrangements with the library to utilize the computer lab for online social security benefits enrollment.
- On December 19, 2011, the Food for Fines campaign officially ended. There were 895 canned foods collected in lieu of \$851.25 in fines.
- On December 19, 2011, the library staff celebrated Patron Appreciation Day. Staff served refreshments and cookies for patrons throughout the day. We had 50 participants attend a Porterville Community Hand Bell Choir Christmas performance and 27 participants who attended a Pajama Story Time and Coloring Craft.

Boppy Times for Babies: parents and their babies get to play and bond together. There were 9 participants.

Tuesday morning Story Times: preschoolers enjoy singing, dancing, and books. There were 359 participants.

### **3. Literacy Report**

- On December 6, 2011, the Read to Succeed Adult Literacy Board Game Night took place in the Local History Room. We tried a new board game (new to the group) called "Catch Phrase." Participants use vocabulary skills to encourage team members to guess the correct phrase.
- On December 16, 2011, staff held the Read to Succeed Tea Time Book Club for adult literacy volunteers and learners. There were 6 participants. The group decided to watch the classic 1947 motion picture *Miracle On 34<sup>th</sup> Street*. They enjoyed a hot cup of tea and cookies while the group shared their thoughts and gave their opinions on each character in the movie.

Read to Succeed Stats: 2 Tutor trainings 3 Learner Assessments; 1 Tutor/Learner Match

### **Learners' Achievement Corner**

- ✓ Antonio R. successfully passed his English P.C. college course.
- ✓ Najoud S. came into the literacy center with very limited English reading, writing, and speaking skills. She started off with a tutor who worked with her faithfully. Najoud completed Laubach Way to Reading & English Level 1 and moved on to Level 2.

### **4. Second Floor Renovations**

No additional information to report at this time. Due to holiday scheduling conflicts a 2<sup>nd</sup> meeting could not be confirmed.

### **5. Announcements**

- City Council adopted the resolution for library fees and collection policy on Tuesday, December 20, 2011. Staff has implemented changes of fines and checkout periods. Staff has posted signage about the restrictions on library privileges and as a courtesy will go into effect at the beginning of April.
- Library and Literacy Commissioner profiles are now live on the City website: <http://www.ci.porterville.ca.us/govt/BoardsandCommissions/libraryandliteracycommissionerprofiles.cfm>
- The City Librarian will attend the Public Library Summit held in Sacramento on January 17. The State Library will reimburse travel expenditures up to \$300. This meeting is a follow-up to the Sustainability Summit held in March 2011. Agenda items at this time include: 1) Review of CLSA, 2) Roundtable discussion of future state funding for libraries, 3) Update library message.
- The City Librarian has privately responded to the patron who submitted a Letter to the Editor on December 21.
- AB1234 Training date and time will be announced at this meeting.

## **SCHEDULED MATTERS**

### **1. Annual California Library Association Conference**

Commissioner Ybarra will present her portion of the California Library Association conference. Commissioners will discuss the document "Getting to Win!" Commissioners will plan future discussions.

**VII. COMMENTS FROM COMMISSIONERS** – comments on any items or issues not on the agenda

**VIII. SCHEDULE ITEMS FOR FUTURE MEETINGS**

**IX. ADJOURNMENT** – Adjourn the meeting