

LIBRARY AND LITERACY COMMISSION
Tuesday, February 11, 2020
5:30 p.m.
CITY HALL – COLEMAN MEETING ROOM
291 NORTH MAIN STREET
PORTERVILLE PUBLIC LIBRARY
AGENDA

I. CALL TO ORDER

II. ROLL CALL

| | | | |
|-----------------------|-----------|----------------------------------|-----------|
| Edith La Vonne, Chair | (10/2022) | Catherine May | (10/2021) |
| Leslie Pelon | (10/2021) | Esther Figueroa | (10/2021) |
| Susan Uptain | (10/2022) | Patience Christenson, Vice Chair | (10/2021) |
| Kim Baumgardner | (10/2022) | | |

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 from December 10, 2019.
2. December 2019 and January 2020 Monthly Highlights
Re: Consider approval of monthly highlights reports for December and January.
3. Literacy Reports
Re: Consider approval of monthly Read to Succeed program reports for December and January.
4. Chamber Ambassador Report
Re: Consider approval of activity reports from staff.
5. Library Restroom Projects
Re: Staff update on the status of this facility improvement project.
6. Attendance Report
Re: City Council requested quarterly attendance reports of Commissions and Committees
7. Announcements
Re: Informational report regarding upcoming activities of interest to the Commission.

VI. SCHEDULED MATTERS

1. Debrief - Joint Meeting held with City Council
RE: Opportunity for the Commission to discuss the joint meeting held on Tuesday, January 14.

2. Update - Friends of the Library
RE: Commissioner Uptain has requested this item to further discuss Friends of the Library bookstore.
3. Update - Museum Exhibit
RE: Commissioner Uptain would like to share additional information regarding the Library Exhibit.
4. Harwood Turning Outward Homework
Re: Review and discuss Commissioner's Ask Tool answers and the Aspirations Exercise
5. Update - INTERNNECT
RE: Staff will share information about the two sessions that the students have completed.
6. 2020 Commission Goals, Objectives, and other areas of interest
Re: Continued discussion and updates on advisory matters.
7. Commission Advocacy Opportunities
Re: Consider February-March Schedule.

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

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.

The vision of the Porterville Public Library will be integral to the City's intellectual and cultural life. The library will provide free and equal access to information, knowledge, and ideas; promote personal enrichment and lifelong learning; encourage a love of reading in all age groups; and foster educational programs and partnerships. The library will ensure quality service through positive patron connections and an inviting environment.

Library Service Roles: Learn to Read and Write - adult, teen, and family literacy, Early Literacy- create young readers, Satisfy Curiosity and Lifelong Learning, Visit a Comfortable Place- both physical and virtual, Connect to the Online World.

LIBRARY AND LITERACY COMMISSION

Tuesday, February 11, 2020

5:30 p.m.

CONSENT CALENDAR

1. Library and Literacy Commission Minutes from December 10, 2019

Call to Order: The meeting was called to order at 5:30 pm.

Roll Call: Chair La Vonne, Commissioner May, Commissioner Pelon, Commissioner Figueroa, Commissioner Uptain, and Commissioner Baumgardner.

Also Present: Donnie Moore, Parks & Leisure Services Director; Vikki Cervantes, City Librarian; Anthony Arellano, Library Supervisor.

Oral/Written Communications from Public: None.

Reports: Chair La Vonne gave the report at the City Council meeting. Commissioner Uptain reported that the Porterville Museum will have a library exhibit.

Consent Calendar: Commissioner Uptain motioned to pull #5 for a verbal update and accept the remainder of the Consent Calendar as presented. Commissioner Pelon seconded and the motion passed.

#5. Library Restrooms Projects. Vikki updated the Commission regarding the revised plans and the pending bid package. Commissioner Uptain motioned to accept #5. Commissioner Pelon seconded and the motion passed.

Scheduled Matters:

1. Introductions. Commissioner Pelon introduced herself.
2. Harwood Turning Outward Homework. Postponed until February meeting due to joint meeting with City Council on January 14 at 5:30pm in the Council Chambers.
3. Joint Meeting with City Council. The Commission discussed important matters relevant to the joint meeting. These matters included establishing a foundation, city staff assistance, capital funds, increasing literacy, the need for a better facility, bond measures, detached Literacy Center, quiet zones, college students, hiring a professional for a Facilities Master Plan, and fundraising. A subcommittee of Vikki, Chair La Vonne, Commissioner Uptain was formed to create and outline of the presentation for City Council. The Commission also outlined the presentation order to have INTERNNECT present first, followed by a PowerPoint presentation by the subcommittee.
4. Update- INTERNNECT. Vikki reported that the date in May be change. She will be meeting with Gilbert from INTERNNECT.
5. 2020 Commission Goals, Objectives, and other areas of interest. This item was tabled.
6. Commission Advocacy Opportunities. Commissioner Uptain volunteered to attend the P&L Commission meeting on January 2. Commissioner Baumgardner will attend the Friends of the Library meeting on January 8. Chair La Vonne will give the report to City Council on January 21. Commissioner Pelon will attend the Youth Commission meeting on January 15.

Comments from Commissioners: Chair La Vonne welcomed the new Commissioners and encouraged them to ask questions.

Scheduled Items for Future Meetings: As discussed.

Adjournment: The meeting was adjourned at 7:05 pm.

2. December 2019 and January 2020 Monthly Highlights

December 2019 Monthly Highlights:

Saturday Game Day @ Your Library. Participants had the opportunity to play a variety of card, board, and video games. There were **15** participants for the month of December.

LibFlix, a movie program for teens and adults. We will be showing movies on the second Saturday of every month and providing free popcorn for attendees. There were **25** participants during the month of December.

Bring Your Own Game Day is held every Sunday in the Community Room at the Porterville City Library from 1:30 pm – 4:30 pm. There were **4** participants for the month of December.

Library Cinema, staff will be showing carefully selected movies on the third Saturday of every month and providing free popcorn for attendees. There were **19** participants during the month of December.

Tech Talk Session a new technology-based program. Patrons can bring their technology related questions to us for help. There was **1** participant during the month of December.

Get Booked Up for The Holidays - reading incentive program started for all ages and will run through January 4, 2020.

December 6, 2019, staff gave tours of the library to four classes of 2nd Graders from John J. Doyle Elementary School. Staff read them stories, walked them through the facility, educated them about library programs and services, and answered their questions about the library. There were **113** participants.

December 12, 2019, staff gave tours of the library to three classes of 3rd Graders from Monte Vista Elementary School. Staff read them stories, walked them through the facility, educated them about library programs and services, and answered their questions about the library. There were **81** participants.

December 19, 2019, staff celebrated Patron Appreciation Day. Staff served cookies, coffee and hot apple cider throughout the day.

The Porterville City Library serviced the community by providing photo opportunities with Santa during the Santa Claus @ Your Porterville City Library campaign.

Santa made appearances on the following dates:

- December 7: Pictures and Pancakes with Santa at the Porterville City Library. Staff provided pancakes for **172** participants.
- December 10: Porterville City Library. There were **192** participants.
- December 11: Porterville City Library. There were **143** participants.
- December 12: Porterville City Library. There were **155** participants.
- December 14: Porterville City Library. There were **233** participants.
- December 17: Porterville City Library. There were **252** participants.

- December 18: Santa's Special Day. A day for Santa pictures, by appointment, for special needs children at the Porterville City Library. There were **63** participants.
- December 19: Porterville City Library. There were **259** participants.

Grand total in attendance for the Santa program was **1,469**.

December Monthly Volunteer Hours

15 Volunteers: **221** hours **2** Community Service: **84** hours

Tuesday Morning Story Times: preschoolers enjoy singing, dancing, and books. There were **227** participants.

Tuesday Evening Spanish Story Times: preschoolers enjoy Spanish stories, Spanish songs, and crafts. There were **14** participants.

Boppy Times for Babies: parents and their babies get to play and bond together. There were **0** participants.

Sunday traffic counts for December:

- Sunday, December 1: **164**
- Sunday December 8: **169**
- Sunday, December 15: **145**
- Sunday, December 22: **99**
- Sunday, December 29: **131**

January 2020 Monthly Highlights:

Saturday Game Day @Your Library. Participants had the opportunity to play a variety of card, board, and video games. There were **25** participants for the month of January.

Library Cinema, staff will be showing carefully selected movies on the third Saturday of every month and providing free popcorn for attendees. There were **32** participants during the month of January.

LibFlix, a movie program for teens and adults. We will be showing movies on the second Saturday of every month and providing free popcorn for attendees. There were **11** participants during the month of January.

Bring Your Own Game Day is held every Sunday in the Community Room at the Porterville City Library from 1:30 pm – 4:30 pm. There were **0** participants for the month of January.

Get Booked Up For The Holidays reading incentive program and Porterville Library Winter Events ended. There were **179** participants who signed up for the reading program. Staff raffled off **4** prizes and held the following events:

December 16:

- Popsicle Craft-**26** participants
- Paint Night-**16** participants

December 19:

- Santa Letter Ornament-**46** participants
- Jingle Bell Necklace-**36** participants

December 20:

- Movie: Jingle All The Way-**13** participants
- Candy Cane Craft-**13** participants

December 23:

- Cookie Decorating Craft-**20** participants
- Christmas Ornament Craft-**33** participants

December 26:

- Arthur's Christmas Movie-**17** participants

December 27:

- National Lampoon's Christmas Vacation Movie-**15** participants
- Paint Night-**51** participants

December 30:

- Color Cup Craft-**23** participants
- D.I.Y. Color Pencil Craft-**32** participants

December 31:

- Zumba-**0** participants

January 2:

- D.I.Y. Picture Frame Craft-**7** participants
- Clay Art Craft-**23** participants

January 3:

- Toy Story 4 Movie-**36** participants
- Paint Night-**0** participants

There was a total of **407** participants who attended the events.

January 25, 2020, Building Club @ Your Library. Participants had the opportunity to play with a variety of building materials. There were **18** participants.

Tech Talk Session a new technology-based program. Patrons can bring their technology related questions to us for help. There were **0** participants during the month of January.

January Monthly Volunteer Hours

4 Volunteers: **201** hours

2 Community Service: **57** hours

Tuesday Morning Story Times: preschoolers enjoy singing, dancing, and books. There were **143** participants.

Tuesday Evening Spanish Story Times: preschoolers enjoy Spanish stories, Spanish songs, and crafts. There were **29** participants.

Boppy Times for Babies: parents and their babies get to play and bond together. There were **6** participants.

Sunday traffic counts for January:

- Sunday, January 5: **126**
- Sunday January 12: **150**

- Sunday, January 19: **129**
- Sunday, January 26: **149**

3. Literacy Reports

December:

December 6, 2019, Adult Learning Center staff and Literacy participants gathered to watch a Christmas movie “Christmas Miracle”. Staff had a raffle and provided refreshments and goodies. Each participant received a 2020 pocket calendar and pen. There were **17** attendees.

Adult Learning Center visits: **163**

Tutors trained: **0**

Learner assessments: **0**

Tutor matches: **1**

Learners’ Achievement Corner

- Rey P. is making progress in reading stories orally for his work.
- ESL learner Noe V. became a U.S. citizen.
- Tutor Polly shared that two of her students completed their biometrics.

English as a Second Language – Three morning groups meet on Tuesdays, Wednesdays, and Thursdays from 9-10, 10-12 & 12-1:30. There were **200** attendees.

The Library has partnered with the Police Department Thunderbolt Program staff. We currently have **1** student who is meeting with a Tutor for assistance with his writing assignments.

January:

January 24, 2020, Project Homeless Connect event was held at Grand Avenue United Methodist Church. The library had an informational booth promoting Library and Adult Learning Center services. There was a total of **139** participants. Staff gave away **249** books.

Adult Learning Center visits: **696**

Tutors trained: **1**

Learner assessments: **0**

Tutor matches: **1**

Learners’ Achievement Corner

- Maria T. has made improvements in grammar and overall spelling.
- Maribel B. became a U.S. citizen.

English as a Second Language – Three morning groups meet on Tuesdays, Wednesdays, and Thursdays from 9-10, 10-12 & 12-1:30. There were **229** attendees.

The Library has partnered with the Police Department Thunderbolt Program staff. We currently have **1** student who is meeting with a Tutor for assistance with his writing assignments

ELLI Report:

January 22, 2020, the ELLI program invited all ELLI families to a Zumba dance class. One of the Family Health Care Network representatives conducted the class; teaching the parents and their children basic Zumba dance steps that helped with body and mind coordination. There were **21** attendees.

4. Chamber Ambassador Report

December 6, 2019, staff attended First Friday Coffee sponsored by the City of Porterville.

5. Library Restroom Projects

Staff does not have any further information to share at this time.

6. Attendance Report

At the request of the Commission, this item is to inform the appointed Commissioners that the City Council reviews the attendance for City Commissions and Committees quarterly. Staff has attached the City Council item from February 4 for your information and review.

7. Announcements

- Dr. Seuss's Birthday - Monday, March 2, from 4pm-6pm, flyer attached
- Mini Reading Incentive program "We're Buggin' out for Reading" starts on March 2, flyer attached

CITY COUNCIL

- ✓ City Council will have a place on their Tuesday, February 18, agenda for the Library & Literacy Commission to report.
- ✓ City Council approved the proposed budget schedule for fiscal year 2020-21, see attachment.

SCHEDULED MATTERS

1. Debrief - Joint Meeting held with City Council

On Tuesday, January 14th, City Council held a special meeting with the Commission. This item has been placed on the agenda for continued discussion amongst the Commissioners.

2. Update - Friends of the Library

At the request of Commissioner Uptain this item is on the agenda to discuss the status of the roof and other concerns regarding the future of the Friends of the Library's bookstore.

3. Update - Museum Exhibit

At the request of Commissioner Uptain this item is on the agenda so that details about the upcoming museum exhibit can be shared with the Commission. The exhibit is scheduled to open on March 19.

4. Harwood Turning Outward Homework

At your November meeting Commissioner May requested that the Commissioners answer the four questions of the "Ask Tool" and complete the Aspirations Exercise. This is an opportunity to share responses and build our next steps in the Harwood Turning Outward practice. Staff has placed an additional copy of the Ask Tool and the Aspirations Exercise in your packet.

Commissioner May met with Vikki on January 2nd to discuss the Community Conversations piece of the Harwood Practice and discussed a possible schedule to meet with 6 groups between March and May.

Staff has a 1-on-1 coaching call scheduled with Harwood Coach Carlton Sears on Thursday, February 27.

5. Update - INTERNNECT

Following the special meeting with Council on January 14, Mr. Bareng pitched the idea of retrofitting and expanding the Centennial Plaza building. Commission Chair La Vonne was consulted about this idea so now the students' final project will consist of two options - a new construction on the Plano Street property or a retrofit/expansion of the Centennial Plaza building.

On Thursday, January 23, the INTERNNECT Kickoff meeting was held at the City Library from 9am-4pm. One hundred high school students gathered from Orosi, Lindsay, Tulare, and Porterville to participate in the program this year and Mr. Bareng said that this is the largest group of students he has had participate in the history of the program.

Chair La Vonne, Vikki, and Councilman Penalosa participated in a panel discussion that allowed the students to ask various questions about facility needs in a future building, as well current and future services/programs, staffing, etc.

Tony and Vikki split up the 100 students and led them on a tour of the Central Library and the Centennial Plaza building.

The 12 teams met again at the library on Friday, January 31st, to continue their work. Commissioner La Vonne and Tony participated in team presentations and provided feedback. The teams will be participating in a Design Lab with Cal Poly Architecture Professor Tom Fowler on Thursday, February 13, at the City Library from 9am-4pm.

6. 2020 Commission Goals, Objectives, and other areas of interest

At the request of Chair La Vonne this matter will continually be placed on the agenda for further discussions and modifications, if necessary.

Items currently under review: None.

- Staff would like to share that Allan Bailey is participating in a Library Advocacy opportunity with the American Library Association (ALA) in Washington, D.C. on February 10 and 11. This is the second annual Congressional Fly-In sponsored by ALA. Unlike the traditional grassroots advocate training of National Library Legislative Day (NLLD), ALA's Congressional Fly-In is a small, strategic event for experienced advocates held early in the calendar year, prior to the standard congressional appropriations process of determining our nation's spending priorities and is focused on increasing support for federal funding for libraries.
- Staff would like to share an article of interest with the Commissioners that CNN posted on February 1, 2020, "Americans went to the library more often than they went to the movies, poll finds" by Harmeet Kaur. Within the article a Gallup poll is cited from January 24, 2020, "In the U.S., Library Visits Outpaced Trips to the Movies in 2019" by Justin McCarthy. Staff has placed the article in you packet for further review.

7. Commission Advocacy Opportunities

Upcoming meetings:

- P&L Commission - March 5 - Council Chambers @5:30pm.
- Friends of the Library - February 12 and March 11 - Library Local History Room @ 4 pm.
- City Council - February 18 and March 17 - Council Chambers @ 6:30pm.
- Youth Commission - February 19 and March 18 - Council Chambers @ 2:30pm.