

Minutes of the Regular Meeting of the
St. Helena Public Library Board of Trustees
5:00 PM
Wednesday, August 10, 2016
Community Meeting Room

1. **ROLL CALL** - Library Board Chairperson Skip Lane called the Regular Meeting of the Board of Trustees to order at 5:00 p.m. Present were: Trustees Bob Dye, Susan Swan, Lin Weber, and Terry Wood; Library Director Chris Kreiden; and St. Helena Mayor Alan Galbraith.
2. **PUBLIC FORUM** - There were no public comments.
3. **CONSENT ITEMS**
APPROVAL OF MINUTES
(a) Minutes of July 13, 2016 were approved.

NEW BUSINESS:

4. **Library's Monthly Operating Expense Report for Fiscal Year 2015/16 (Chris Kreiden, Library Director)** - Trustees reviewed the 2015-2016 report and noted that expenses came in according to the budget.
5. **Library Monthly Operating Expense Report for July (Chris Kreiden, Library Director)** - Trustees reviewed the first monthly expenses under the 2016-2017 budget.
6. **Library Statistics for June (Chris Kreiden)** - Lin asked whether there were any usage statistics available for the new digitized *St. Helena Star*. Chris explained that use of the newly digitized *Star* is not currently being tracked. Lin suggests usage be tracked because the digitization project was funded by the Martin Trust and the board must be accountable for use of those funds. Trustees all agreed with Lin, so Chris will check about the possibility of tracking use. Lin also said that the search function doesn't work well unless users know the precise date of an article. Skip suggested looking at the contract the library has with the digitization company because the search feature should definitely be working. Chris will bring the contract to the September board meeting for trustee review. After further discussion, Chris explained that Napa County Library contracted with the same company to digitize the *Napa Register* as St. Helena Public Library contracted to digitize the *Star*. Lin mentioned that the *Napa Register* site also includes the *Weekly Calistogan*. Chris reported she will be giving the board the monthly statistics for the month prior to the meeting rather than statistics from two months before. Susan noted in the monthly statistics that there were no attendees for the English Conversation Club in June, which Susan believes is an important club. Chris will look into it but knows there was a waiting list for the group, so perhaps people were on vacation in June.

7. **Library Statistics for July (Chris Kreiden)** - Trustees noted, once again, that circulation is down from last year.
8. **Library Events in August (Chris Kreiden)** - Chris pointed out that the Coffee & Culture events have been well attended, and that food-related series seem to work best. The library has received commendations from people in Napa asking about how the library manages these successful events. Lin wondered if Chris knows what types of people are coming to Coffee & Culture? She thought it would be interesting to see what population group is most interested in this type of event. For some of the other events on this year's schedule, Leslie drove to Fresno to see potential children's library acts and chose a few she thought would be successful with St. Helena patrons.
9. **REPORTS AND ANNOUNCEMENTS BY MEMBERS AND STAFF:** Chris reported that newly appointed trustee Michele Amendola resigned from the board for personal reasons. She also reported that staff is investigating how to get the library on broadband which would provide faster internet.

Bob Dye reported on the progress made by the strategic project committee that was formed at last month's board meeting with the goal of forming a strategy to involve community members in the library and to create a process to assess patrons' needs and desires. Bob explained that the group has a draft plan but said the challenge is to try to figure out how to obtain the right kind of input from the various sectors of the community. The committee is reaching out to various people to help facilitate this. Discussion followed and several trustees, along with Mayor Galbraith, came up with some names of community members who might be able to help the group. Some questions might be: How much do you use the library? What do you want the library to have available to patrons? What have your experiences been at the library? If you visit the library, what brings you in? Trustees decided that each board member should reach out to a different local group to learn their views.

10. **ADJOURNMENT:** The meeting was adjourned at 5:30 pm.

The next regular meeting of the Library Board of Trustees is scheduled for September 14, 2016 at 5:00 pm at the St. Helena Public Library, 1492 Library Lane.

Susan Swan,
recording secretary