

Minutes of the Regular Meeting of the  
St. Helena Public Library Board of Trustees  
5:00 PM  
Wednesday, September 14, 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, Dave Phinney, Susan Swan, Lin Weber, and Terry Wood; Library Director Chris Kreiden; Friends & Foundation Executive Director María Stel; and St. Helena Mayor Alan Galbraith.
2. **PUBLIC FORUM** - Mayor Galbraith addressed the Library Board regarding Measure D.
3. **CONSENT ITEMS**  
**APPROVAL OF MINUTES**  
(a) Minutes of August 10, 2016 were approved.

**NEW BUSINESS:**

4. **Friends & Foundation Events Update (María Stel, Friends & Foundation Executive Director)** - *Bookmark Napa Valley* is coming together, but sponsorship dollars received so far are lower than last year; the F&F needs approximately \$40,000 in sponsorships to put on the event, which is a fundraiser for the library featuring readings, book signings, and discussions along with food and wine. The organizers already have several excellent authors lined up for the January 29<sup>th</sup> event at Charles Krug Winery, and are taking care to put together an interesting mix of authors from different genres.

The F&F's annual appeal letter will be sent out the first week in October; a bookmark will be enclosed in each letter to advertise *Bookmark Napa Valley*.

The F&F will have a table at the Harvest Festival.

There will be an event honoring F&F donors and library staff at the library on October 21<sup>st</sup> beginning at 6:30 pm.

The Friends and Foundation Board is seeking new members.

5. **Fiscal Year 2015/2016 Friends and Foundation Grant Award Quarterly Report(Chris Kreiden, Library Director)** - The board reviewed the quarterly report.
6. **Library Monthly Operating Expense Report for Fiscal Year 2015/16 (Chris Kreiden)** - Trustees reviewed the report and Chris answered a few questions about categories having remaining funds at the end of the fiscal year.
7. **Library Monthly Expense Report for August (Chris Kreiden)** - Trustees reviewed the monthly expense report. Expenses are on track for the year so far.

8. **Library Statistics for August (Chris Kreiden)** - Trustees were happy to note that total circulation statistics were up from last year, as were library visits, even with reduced hours.
9. **Library Events in September (Chris Kreiden)** - Trustees reviewed the flyers for upcoming events and, in particular, the League of Women Voters' Candidates Forum to be held at the library at 7 pm on September 29<sup>th</sup>. There will also be a discussion of the pros & cons of ballot measures by the League of Women Voters' in October. Skip wondered if Measure D might be added to this discussion. Mari said there should be space in the evening for that discussion. She will check with the event organizer, Robin Orsini.
10. **Youth Volunteer Program Progress Report (Mari Martinez, Volunteer Coordinator)** - Mari gave the board an update on the volunteer program. There are 15 adult volunteers shelving and handling book donations. Cecilia Raffo is helping to train them. The youth volunteer program is now aligned with the schools' academic semesters, so the fall program has just gotten underway. Last semester there were 12 young volunteers, mostly from the middle school, which still requires community services hours for graduation. There were 5 young volunteers over the summer; two of them were high school students. Mari reported that there were 1,226 volunteer hours recorded last year, an average of 23 hours a week. Mari will be talking to freshman classes at the high school next week to tell them about the volunteer opportunities at the library. Mari also reported that the RLS Museum is seeking volunteers, and is planning an event for Robert Louis Stevenson's birthday, November 13<sup>th</sup>.
11. **BMI Imaging Systems Contract for Digitization of the St. Helena Star (Chris Kreiden)** - Trustees reviewed the contract with BMI Imaging Systems and expressed disappointment that the search features are not optimal. It is almost imperative that searchers know the date of an event they are looking for, as keyword searches don't work very well.

**REPORTS AND ANNOUNCEMENTS BY MEMBERS AND STAFF** - Chris reported that there will be a proclamation honoring the Friends & Foundation at the October 11<sup>th</sup> City Council meeting.

Chris also reported that 499 young people participated in the summer reading program at the library. There were also 15 adults who turned in reading logs. Staff plans to have the adult reading program again next summer, and possibly start a teen reading program next summer as well.

12. **ADJOURNMENT.** The meeting was adjourned at 5:40 pm.

The next regular meeting of the Library Board of Trustees is scheduled for October 12, 2016 at 5:00 pm at the St. Helena Public Library, 1492 Library Lane.

Susan Swan, recording  
secretary