

For information regarding these Minutes please contact:
Anwan Baker
Library Director
Telephone: (209) 333-5540

A. Call to Order / Roll Call

Trustees present: Rick Seim, Pam Williams, Caitlin Casey, Eugene Chow, and Frankie Kooger

Also present: Library director Anwan Baker, City Manager Steve Schwabauer, Deputy City Manager Andrew Keys, City Attorney Janice Magdich and Yvette Herrera

B. Introductions

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

Janice Magdich announced Andrew Keys, Deputy City Manager will become the Interim Library Director with the resignation of Library director Anwan Baker effective June 17, 2021. No other reportable action.

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

D. Approval of Minutes

Trustee Kooger motioned, Trustee Seim second. Motion carries.

Roll call yes by Trustees C. Casey, E. Chow, R. Seim, P. Williams, and F. Kooger.

E. Comments by the Public on Non-Agenda Items

None

THE TIME ALLOWED PER NON-AGENDA ITEM FOR COMMENTS MADE BY THE PUBLIC IS LIMITED TO FIVE MINUTES.

If you wish to address the Library Board, please refer to the Special Notice at the beginning of this agenda. Individuals are limited to one appearance during this section of the Agenda.

F. Comments by Board Members on Non-Agenda Items

Trustee R. Seim made an observation if this is a good time to think about a little more long-term vision for the library. Continuing independently? Joining the county system? Doing something else?

Trustee P. Williams commented Would this be the most prudent thing to do after the pandemic? Shouldn't we upright the ship? Get the hiring done?

Trustee C. Casey commented: It is worth thinking whether we are recreating something as we move forward anyway with a new director.

City Manager S. Schwabauer commented: To be clear the library is an asset owned by the city of Lodi. Any decision to off load it to another entity would require the councils approval not something the board would be able to do. You could make a recommendation but a decision to transfer the assets of the library to the county system, the contract with the county to operate the library that would be a function of the council.

G. Reports: Written

F-1 Library Curbside and Grab N Go update – Director Baker

- May gate count-720 patrons which equates to 30 patrons per day. We've seen a gradual increase especially over the last 2 weeks in gate count.
- Total Materials circulated- From July 2020-June-2021: 11,000 items mostly from curbside service.
- Some of the Library's technology is currently down including Cassie (controls computer reservations and printing), the WIFI, and the Sorenson Videophone. The City's IT Department is currently working on these issues.
- Once necessary staffing levels are met for core library services and hours, The Library should then look at restarting volunteer staffed programs including homework help.
- I've had several requests of late for the use of our meeting rooms which are still mostly occupied with furniture that we moved to support the Grab and Go model. Depending on Cal-Osha workplace guidelines, meeting rooms for public use should be reinstated when possible.
- Many staff have commented that they feel better protected behind the plexiglass guard and would like for it to remain in place. This should be considered when looking for a new service desk.
- Once operating hours are extended the Library should then re-evaluate the need to continue curbside service.
- Lastly, I am in the process of creating a detailed document that will highlight my goals achieved during my tenure as Library Director, as well as Library needs.

F-2 Library staffing

The library is in the process of recruiting or hiring for the following: 2 FTE Senior Library Assistants (interviews complete; offers will soon be made), 5-part-time Library Associates, 3 Part-time Library Aides, 1 FTE Library Technician
Until Staffing Levels return to optimal, I recommend leaving the adjusted hours as they are.

Once staffing levels return to optimal, operating hours should be reviewed to assess if 6pm-8pm weekday hours and Sunday hours are necessary, or need modification.

F-3 Private Sector (Trustees') Investments Report – Director Baker

BBVA: \$134.29 for statement ending on May 13, 2021

Phillips Financial: \$168,925.29 for the statement ending April 30, 2021

Due to my resignation effective June 17, 2021 I will remove myself as a contact for both the BBVA and Phillips financial accounts.

I'd like to thank the Library Board of Trustees for your support and guidance during my time here in Lodi. I have had a wonderful experience working with you over the past 2 years and 9 months and have experienced tremendous personal and professional growth during that time. I wish all of you nothing but the best of luck in all your future endeavors.

Trustee F. Kooger commented Mr. Baker always provided a degree of professionalism. Director Baker stated he will contact both BBVA and Phillips to have his name removed from account access.

Trustee R. Seim stated Livermore Public Library's gain is Lodi Public Library's loss.
Trustee R. Seim mentioned the library will need to likely locate more volunteers for the Homework Help program.
City attorney J. Magdich said city employees may be interested in volunteering for the program.
Trustee R. Seim asked that Library considerations be added to the next agenda.
Deputy city manager A. Keys said it can be placed as a discussion item in July.
S. Schawbauer stated there will be another Special Meeting before normally monthly meeting scheduled for July 12, 2021 to discuss recruitment for a new Library Director.

H. Adjournment
5:55p.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.

Yvette Herrera
Literacy & Programs Manager

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 City Clerk, located at 221 W. Pine Street, Lodi, and are available for public inspection. 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 Anwan Baker at (209) 333-5540. 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 Anwan Baker (209) 333-5540.

Meetings of the Lodi City Council are telecast on SJTV, Channel 26. The City of Lodi provides live and archived webcasts of regular City Council meetings. The webcasts can be found on the City's website at www.lodi.gov by clicking the meeting webcasts link.