**FRIENDS OF THE CALAVERAS COUNTY LIBRARY**

**Minutes**

**February 8, 2023**

Members present: Diane Jarvi, Shirley Huberty, Ray Waller, Karen Eggleston, Carolyn Lipnick, MaryAnn and Gary Evans, Bob Dean, Pru Starr

Absent: Nancy Murray, Martha Rubin, Nancy Giddens

Approve minutes from January, 2023 meeting: (motion/ approval)

Approve agenda for today’s meeting: (motion/approval)

**REPORTS**

Literacy – Phil : see report below

**CALAVERAS ADULT LITERACY (February 2023)**

**Staff Resources:**

Phil Guttierrez, M.A., Literacy Coordinator and Ann Seely, Literacy Community Liaison (.4 FTE)

**TOTAL REVENUE: $101,224.06 (estimated) and Transfer from SFR Fund $9,414.87 (estimated) = $110,638.93**

**Expenditures:**

Salaries and Employee Services: **$101,956.93**

Services and Supplies: **$8,682.00**

**TOTAL EXPENDITURES: $110,638.93 (estimated)**

**Tax Insert Donations**:

Tax Insert donations to date **= $4,760.00**

**Calaveras Adult Detention Center (County Jail):**

The instructional cycle is being re-established at the Adult Detention Center using the Essential Education Computer Program and in-person instruction. Three class sessions are being planned. The Literacy Coordinator will instruct two sessions (two-hour sessions) and a literacy volunteer, Lee Bergman, will instruct one class session. Sessions are designed to service male correctional learners, female correctional learners, and special separatee designated correctional learners. In total, 8 correctional learners per session can be serviced. At full capacity of 24 participants can be services if all sessions are enrolled to capacity. In addition, remote Individual Education Plans and packets will continue providing services to the other correctional learners who opt out of the in-person instructional application. The weekly newsletter will continue. The Literacy Community Liaison will oversee the remote learning process and the weekly newsletter.

**Program Participation:**

Main Library, Calaveras County HHS and branch library sites 12/ADF 16 (study packets delivered) = 26 total learners. Four learners are currently receiving direct in-person instruction, two-hour tutorial sessions, administered by the Literacy Coordinator.

**GED Testing** Pearson-Vue(on-going)

GED successful completion by **Sylvia Sandoval Edson**! Sylvia participated in the in-person tutorial program at the Main Library. **Congratulations!!!!!**

Librarian – Nancy

**Report from the County Librarian**

Friends of Calaveras County Library – January 18, 2023

**Staff:** In my absence, a competent panel interviewed candidates for the Valley Springs Branch Assistant. We had 7 who initially responded to my approvals. Of those 7, 6 responded to the interview scheduler. Of those 6, only 3 came to interviews. Two called informing us or HR that they could not attend and one was a “no show.” Even so, we had 2 very good candidates who both did a great job in the interview. Nalatie came to my house and we went over the candidates. I have made an offer to one of them and she accepted. She should be in process for her security clearance. We hope she will be able to attend orientation on January 30th. If not, she will attend on February 13th.

**Bookmobile:**

On December 22nd we received a call from Mobility in Sacramento saying the vehicle was ready for pick up. We did not have sufficient staff here to do this. (I was still unable to see to drive) I told them we would likely not be able to pick it up until after the holidays.

As you know, storms have been severe since then and I advised staff to wait until the rain and winds subsided. We are now working on a plan to pick it up as soon as we can get a crew together. I have reached out to TechOps to verify that they have taken care of payments and verified that all other systems are operating as expected.

**Outreach media staff:** When you have an event for your branch, please send the information to Amber to put on our County Face Book, even if your branch has its own social media. If you have something you want her to share, her email is: [amberarack@gmail.com](mailto:amberarack@gmail.com)

**Toy Lending Grant:** The toys are all processed and in place in various sites. Go and check them out!

**Community Engagement Platform:**  Because I have been out, we have not worked on this yet. We will get to it next week for sure!

**Niche Academy:** We will also work on getting this set up as soon as we can. We will try to do good marketing on the product and hope it will be a help to patrons and staff. Staff will be showing it to patrons as they interact with them and of course, use the tutorials for patrons who ask for help with a task which is covered. We will also put the information about the tutorials with the marketing materials we have for Kanopy, Hoopla and the like.

**Connected California –** Branches have the flyers for this and Amber has posted it on Face Book. As you recall, this is a program from the State Library designed to help unconnected Californians to get access to the internet, obtain equipment and get technical help.

**K-12 online tutoring –** We will begin offering this online tutoring service to our patrons in January. Students will get a live session with a tutor, feedback on essays. This is called HelpNow from BrainFuse, who also provide VetsNow database. Kelly will get this on our website this week and we have a Press Release for it as soon as it is up. We also have flyers, posters and digital resources for social media. We want to get this announced this week.

**Parks Pass Grant opportunity:** The State Library has expanded the Parks Pass program to include some grant opportunities which will enable us to create Story Walks and backpacks for outdoor experiences for our families. The grant was enlarged last month and Nalatie and I have been discussing what else we might do it we had more money.

We are going to try to create Story Walks for the following branches/communities:

San Andreas – either around the Library or down the path across the bridge

Angels Camp – we are exploring the possibility of installing one in Utica Park

Mokelumne Hill – we are exploring the possibility of installing on in the part adjacent to the Library

Murphys – we hope to put on in Murphys Park

West Point – we are exploring the possibility of installing one on the chain-link fence in front of the Library and down the path to the side of the Library

We have looked into creating backpacks to include binoculars, guides, compasses and other paraphernalia for hiking. We will also do an astronomy back pack, a couple of local history backpack walks, disc golf backpacks. Maybe more!

We have reached out to the Calaveras Big Trees Association to explore opportunities for helping children/families learn about conservation and saving our trees. Along with this we are considering chartering a vehicle to bring children and parents from the lower parts of the county to the Big Trees State Park and participate in some kind of educational program or project.

I will keep you posted on how all of this works out. We can ask for up to $75,000. The grant is due on January 30th, so we will get this planned and detailed as soon as we can. Nalatie is the primary one working on this for us.

Treasurer – Shirley : see report attachments

**OLD BUSINESS**

Update on purchase of Veterans Computers

February Board meeting discussed request for obtaining funds to purchase a lap top for the Veteran's Center.  There is a written application form request to fill out before the purchase can proceed.

Library signage: Shirley updated that the adaptation is in progress

2023 Wish List: ongoing,

Diane will speak with Jennifer Carreiro, our new Facebook webmaster about adding possibleinterviews with various library people, such as Sylvia Sandoval Edson and her GED passing

**NEW BUSINESS**

Motion for $500 to Taylor for school supplies, (approved)

Motion approved for $1000.00 to assist Nalatie’s MLS tuition(approved)

**BRANCH REPORTS**

Angels Camp- upcoming soup fundraising event

Arnold- possible Book Sale

Copperopolis- new shelves for book room and a February craft event

Mokelumne Hill- moving toward their own 501-C3, getting new shelving for outdoor sales area

Murphys- no report

San Andreas- preparing for a yard sale fundraiser

Valley Springs- successful newspaper advertising

West Point- “love to read” event on Feb. 10

Adjourn 10:30

Next meeting March 8