



**SHASTA PUBLIC LIBRARIES
CITIZENS ADVISORY COMMITTEE
Regular Meeting
Wednesday, June 5, 2019 at 4:00 PM
Redding Library – Community Room
1100 Parkview Ave, Redding, CA 96001**

AGENDA

1. Roll Call
2. Public Comment – for non-agendized matters with the Committee’s jurisdiction.

Members of the public are entitled under the Brown Act (Government Code § 54950 et seq) to address the Commission on any matter within the City’s subject matter jurisdiction. The act prohibits the Commission from taking action of discussing items not on the agenda.

3. Consent Calendar

The Consent Calendar contains items considered routine and/or which have been individually scrutinized by Committee members and require no further deliberation. There will be no separate discussion of these items unless an item is removed from the Consent Calendar. If a member of the public wishes to have an item removed for discussion, please fill out a “SPEAKER REQUEST” form and submit it to the Community Services Director before the Consent Calendar is considered.

- a. Approval of Minutes from meeting held May 1, 2019
4. Presentation on HelpNow Online Homework Assistance Program
5. Library Director’s Report and Statistics for April 2019
6. Community Services Director’s Report
7. Strategic Plan Update
8. Burney Library Update
9. Reports from the Friends of Libraries and the Shasta Library Foundation
10. Committee Comments

11. Tour of Library and Children's Garden

12. Adjournment

In accordance with Title II of the Americans with Disabilities Act (ADA), the City of Redding will make available to persons with disabilities modifications or accommodations including auxiliary aids or services necessary to participate in public meetings. Requests for modifications or accommodations must be submitted three (3) working days prior to the meeting.

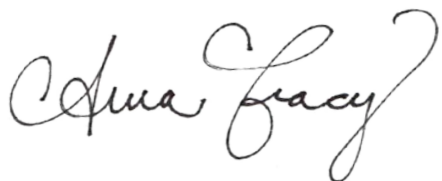
The City of Redding will ensure that no person shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination under any of its projects, activities, services, or business opportunities on the basis of race, color, national origin, age, sex, or disability, as afforded by Title VI of the Civil Rights Act of 1964 and related statutes as amended. All persons, regardless of their citizenship status, are covered under this regulation.

Questions, complaints, or requests for accommodations or additional information may be forwarded to the ADA & Title VI Coordinator at 777 Cypress Avenue, Attn: Personnel Dept., Redding, California 96001, Phone (530) 225-4065.

Pursuant to the BROWN ACT, non-confidential materials related to an item on this agenda submitted to the Committee after distribution of the agenda packet are available for inspection during normal business hours at the Redding Library, Administrative Offices, 1100 Parkview Ave., Redding, CA.



**CITY OF REDDING
REPORT TO SHASTA PUBLIC LIBRARIES
CITIZENS ADVISORY COMMITTEE**

MEETING DATE: June 5, 2019 ITEM NO. 5 [L-050]	FROM: Anna Tracy, Library Director
SUBJECT: 5--Library Director's Report and Statistics	
APPROVED BY	
	

Recommendation

Accept the attached Library Director's Report and Statistics for the month of April 2019.

Background

Each month the Director of the Shasta Public Libraries produces a report to highlight activities and accomplishments of the previous month. The report is used to inform the Library Advisory Committee of the activities of the libraries for informational purposes, promotion, and as a measure of accountability.

Fiscal Impact

There is no fiscal impact.

Attachments:

April 2019 Library Director's Report
April 2019 Library Monthly Statistics

Attachment: Director's Report - Cover (6--Library Director's Report and Statistics for April 2019)

SHASTA PUBLIC LIBRARIES



MONTHLY DIRECTOR'S REPORT

April 2019



Highlights:

- Friends of the Intermountain Libraries, Inc. (FOIL) won unanimous approval from the Shasta County Board of Supervisors to release funds from the Hatchet Windmill Project for the purchase of a new Burney Library building.
- During First 5 Shasta's Week of the Young Child (April 6 - 13), Shasta Public Libraries participated by hosting two events, Rev, Rumble, & Roar (Redding) and Fun Down on the Farm (Anderson), and exhibiting at Mt. Shasta Mall and Turtle Bay Exploration Park enabling the libraries to reach over 2,300 community members.
- The Redding Library had a total of 23 story times, with 442 attendees.
- The Anderson Library had a total of 4 story times, with 611 attendees.
- The Burney Library had a total of 4 story times, with 27 attendees.
- OverDrive circulation increased 15% since joining with NorthNet Library System's Consortium.
- Zip Books ordered 132 books for 84 users.
- All three branches celebrated *Money Smart Week* with financial books on display, as well as free flyers for the public, and promotion of the BankOn financial literacy program.
- For the School Library Card Project, three new school districts were on-boarded and are waiting for their MOUs, which means there are now 19 school districts and two charter schools on-boarded.
- Cole Wagenaar, the regional CalVet LINC Officer, visited the Redding Library as part of *VeteransConnect@theLibrary* to meet with veterans to answer CalVet questions.
- As part of *VeteransConnect@theLibrary*, the Redding Library hosted Sierra Winds, a quartet of the USAF Band of the Golden West.
- *Community Connects*, in partnership with the Redding Library and Shasta Community Health Center, hosted Master Gardener Benita Moore's program on *How to Start A Summer Garden*.
- In partnership with the Women's Business Center at JEDI, the Redding Library offered a free 5-week craft entrepreneurship program, *It's Your Etsy Business*.
- AARP concluded their tax assistance program at the Redding Library. They provided tax assistance to 565 people.
- Literacy began offering computer classes. This change is helping to better provide computer and

tech literacy in addition to reading/writing, math, and financial literacy.

- Anderson Library hosted the Anderson Chamber of Commerce Greeters and had over 30 local business owners attend and learn about the library.

Volunteer Services:

- Redding Library
 - 118 volunteers
 - 1,286.5 hours served
- Anderson Library
 - 5 volunteers
 - 67 hours served
- Burney Library
 - 5 volunteers
 - 178 hours served

Major Projects:

- Outdoor Explore Children's Garden
- Shasta Public Libraries Strategic Plan
- New Burney Library Project
- Credit Card Payments

Revenues:

- Meeting Room Fees Collected: \$465

Heartwarming Story of the Month:

- A gentleman has been using the library computers for several years to file custody/visitation paperwork. He came in the other day for the first time with his daughter. When she didn't want to leave the game they were playing, he explained, "Well guess what? We are going to get to see each other more. Like, I get to see you again in two days, and we can come back and play this again."

Policy Violations:

• Staff/Security Directive	3
• Food/Drink	2
• Use of Facility	4
• Interfering with Others	3
• Under the Influence	2
• TOTAL	14

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD 2019	YTD 2018
CIRCULATION														
1. Redding	32471	33331	31831	30476									128109	399738
2. Anderson	4158	3936	3060	2813									13967	45259
3. Burney	1238	1247	1105	1150									4740	15272
Total Items Circulated	37867	38514	35996	34439	0	0	0	0	0	0	0	0	146816	460269
REGISTRATION														
New Registered Adult Patrons	389	358	368	304									1419	4396
New Registered Juvenile Patrons	668	30	227	103									1028	15473
Total New Users Registered All Branches	1057	388	595	407									2447	19869
Total Registered Borrowers All Branches	96212	96186	96253	96416									4894	n/a
TOTAL INTERNET SESSIONS														
1. Redding	5134	4714	5397	5261									20506	66860
2. Anderson	638	423	603	488									2152	3867
3. Burney	102	82	83	90									357	910
Guest Passes	1059	990	1164	1238									4451	13905
3. Total	6933	6209	7247	7077	0	0	0	0	0	0	0	0	27466	85542
Wireless Usage	*January Wireless number is an average of current available data.													
All Branches Total	2565	2439	2612	2643									10259	n/a
Literacy - Redding														
1. Adult Learners	45	52	49	58										45
2. Adult Learners Started	7	13	1	10										4
3. Adult Learners Stopped	7	6	4	1										3
4. Mentors Started	3	2	0	3										1
5. Mentors Stopped	0	2	0	1										0
Volunteer Hours														
1. Redding	1121.55	1172.72	1135.75	1286.32									4716.34	14516.40
2. Anderson	95.25	66.00	86.75	67.08									315.08	1003.25
3. Burney	35.08	100.32	92.25	178.00									405.65	807.42
Total Volunteer Hours	1251.88	1339.04	1314.75	1531.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5437.07	16327.07
Active Volunteers	129	131	108	127										n/a
Web Page Stats														
Total Page Views	40987	37426	44382	42282									165077	394124
Total Visitors	11042	10390	13062	12755									47249	124399
Total Sessions	19770	18389	22055	20755									80969	206453
Adult Summer Reading Sign-Ups	0	0	0	0									0	1875
Pre-School Summer Reading Sign-Ups	0	0	0	0									0	571
Child Summer Reading Sign-Ups	0	0	0	0									0	1238
Tween Summer Reading Sign-Ups	0	0	0	0									0	n/a
Teen's Summer Reading Sign-Ups	0	0	0	0									0	434
Overdrive														
Total New Items	0	43	0	23									66	492
Circulation	3252	2890	3305	3552									12999	34155

New Users	83	66	357	117								623	815
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Door Count	*January Redding door count is an average of current available data.												
Redding	91800	65986	65363	144052								367201	n/a
Anderson	4004	3540	4891	5367								17802	52812
Burney	974	693	668	1545								3880	9538
Redding Garden Door	88	140	484	77								789	n/a
Total	96866	70359	71406	151041								389672	n/a