LIBRARY AND LITERACY COMMISSION
Tuesday, August 8, 2017
5:30 p.m.
CITY HALL – COLEMAN MEETING ROOM
291 NORTH MAIN STREET
PORTERVILLE PUBLIC LIBRARY
AGENDA

I. CALL TO ORDER

II. ROLL CALL

Patience Christenson, Chair	(10/2018)	Edith La Vonne, Vice Chair	(10/2018)
Allan Bailey	(10/2018)	Jennifer Biagio	(10/2019)
Tamara Bishop-Mitchell	(10/2019)	Esther Figueroa	(10/2018)
Catherine E. May	(10/2019)		

III. ORAL/WRITTEN COMMUNICATIONS FROM PUBLIC

All items not scheduled should be addressed to the Library and Literacy Commission at this time during Oral Communications. Anyone wishing to address the Library and Literacy Commission should state their name for the record. In order to proceed in a timely manner, please limit the duration of your comments to three (3) minutes.

IV. REPORTS

This is the time for the Library and Literacy Commissioners to report on advocacy activities.

V. CONSENT CALENDAR

Consent Calendar items are considered routine and informational in nature and will be enacted in one motion. There will be no separate discussion on these matters unless a request is made, in which event the item will be removed from the Consent Calendar.

1. Library and Literacy Commission Minutes from May 9, 2017
2. May, June, and July Monthly Highlights
   Re: Consider approval of monthly highlights report for May, June, and July.
3. Literacy Reports
   Re: Consider approval of monthly Read to Succeed program reports.
4. Chamber Ambassador Report
   Re: Consider approval of monthly activity reports from staff.
5. City Librarian's Report
   Re: Informational Report from the City Librarian
6. Attendance Report
   Re: City Council requested quarterly attendance reports of Commissions and Committees
7. Announcements
   Re: Informational report regarding upcoming activities of interest to the Commission.

VI. SCHEDULED MATTERS

1. 2017 California Library Association Conference
   Re: Discussion and designation of Commissioner's who will participate in this annual conference.

2. 2017 Commission Goals and Objectives
   Re: Continued discussion and updates on work plan.
3. Commission Advocacy Opportunities
   Re: Consider August/September Schedule.

VI. COMMENTS FROM COMMISSIONERS

The Commissioners' opportunity to comment on any item or issue that is under the purview of the Library and Literacy Commission that is not on the agenda.

VII. SCHEDULED ITEMS FOR FUTURE MEETINGS

Agenda items for subsequent Commission meetings.

VIII. ADJOURNMENT

In compliance with the Americans with Disabilities Act and the California Ralph M. Brown Act, if you need special assistance to participate in this meeting, or to be able to access this agenda and documents in the agenda packet, please contact the Office of City Clerk at (559) 782-7464. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting and/or provision of an appropriate alternative format of the agenda and documents in the agenda packet.

Materials related to an item on this Agenda submitted to the Library and Literacy Commission after distribution of the Agenda packet are available for public inspection during normal business hours at the Library, 41 West Thurman Avenue, Porterville, CA 93257.

The mission of the Porterville Public Library is to be a visible learning center by providing literacy materials and services for all ages throughout our community for personal enrichment, the power of information, and the joy of reading.

The vision of the Porterville Public Library will be integral to the City's intellectual and cultural life. The library will provide free and equal access to information, knowledge, and ideas; promote personal enrichment and lifelong learning; encourage a love of reading in all age groups; and foster educational programs and partnerships. The library will ensure quality service through positive patron connections and an inviting environment.

Library Service Roles: Learn to Read and Write - adult, teen, and family literacy, Early Literacy- create young readers, Satisfy Curiosity and Lifelong Learning, Visit a Comfortable Place- both physical and virtual, Connect to the Online World.

LIBRARY AND LITERACY COMMISSION
Tuesday, August 8, 2017
5:30 p.m.
CONSENT CALENDAR

1. Library and Literacy Commission Minutes

May 9, 2017

Call to Order: The meeting was called to order at 5:43pm.

Roll Call: Commissioner La Vonne, Commissioner Bailey, Commissioner Bishop-Mitchell, Commissioner Figueroa, and Commissioner May.

Also Present: Donnie Moore, Parks & Leisure Services Director; Anthony Arellano, Library Supervisor.

Oral/Written Communications from Public: None.

Reports: Commissioner La Vonne attended the Friends of the Library meeting, the Volunteer Dinner, and the CPLA meeting.

Consent Calendar: Commissioner Bailey motioned to approve the Consent Calendar. Commissioner Figueroa seconded and the motion passed.

Scheduled Matters:

1. CPLA Spring Workshop. The Commission discussed the need to fundraise, establish a foundation, find a good leader for a board of directors, develop a concept rendering of the façade of a new library, continue searching for real estate opportunities, and develop the talking points.
2. 2017 Commission Goals and Objectives. Based on discussion from Scheduled Matters #1.
3. Commission Advocacy Opportunities. Commissioner La Vonne will attend the June 14 Friends of the Library meeting.

Comments from Commissioners: Commissioner Figueroa commended Commissioner May regarding her article in the newspaper.

Schedule Items for Future Meetings: As discussed.

Adjournment: The meeting was adjourned at 6:19 pm.

2. May-July Highlights

May:
Saturday Game Day @Your Library. Participants had the opportunity to play a variety of card, board, and video games. There were **5** participants for the month of May.

Bring Your Own Game Day is held every Sunday in the Community Room at the Porterville City Library from 1:30 pm – 4:30 pm. There were **66** participants for the month of May.

May 2, 2017, English Language and Literacy Intensive (ELLI) Staff members were invited for West Putnam's Open House to give a presentation regarding ELLI educational games. **30** people attended the event.

May 4, 2017, May the Fourth Be With You Story Time is a new annual event. Staff conducted a light saber craft and a Yoda ears craft. There were two games: Shoot the Storm Troopers; and Pin the Ears on Yoda. Darth Vader, Princess Leia, and three Star Wars Jedi also joined the event and conducted Jedi training for the children. There were **247** participants.

May 6, 2017, staff attended the Cinco de Mayo event at Veteran's Park. Staff had an informational booth promoting library programs and visitors had an opportunity to play the Spin 'n' Win wheel for a chance to win a prize. There were **96** participants.

May 12, 2017, staff gave a tour of the library to a kindergarten class from Westfield Elementary. Staff read them stories, walked them through the facility, educated them about library programs and services, and answered their questions about the library. There were **33** participants.

May 16, 2017, staff gave tours of the library to three kindergarten classes from Monte Vista Elementary. Staff read them stories, walked them through the facility, educated them about library programs and services, and answered their questions about the library. There were **85** participants.

May 16, 2017, staff participated in the Farmer's Market. Staff had an informational booth promoting library programs and visitors had an opportunity to play the Spin 'n' Win wheel for a chance to win a prize. There were **41** participants.

May 18, 2017, staff gave tours of the library to two first grade classes from Los Robles Elementary. Staff read them stories, walked them through the facility, educated them about library programs and services, and answered their questions about the library. There were **74** participants.

May 27, 2017, Building Blocks Club @ Your Library. Participants had the opportunity to play with a variety of Legos. Staff conducted a raffle for the Lego Adventure Book. The **5** participants also watched the Justice League Lego movie.

May 30, 2017, staff participated in the Farmer's Market. Staff had an informational booth promoting library programs and visitors had an opportunity to play the Spin 'n' Win wheel for a chance to win a prize. There were **47** participants.

May 31, 2017, staff gave tours of the library to two kindergarten classes from Roche Elementary. Staff read them stories, walked them through the facility, educated them about library programs and services, and answered their questions about the library. There were **56** participants.

Library Cinema, staff will be showing carefully selected movies on the third Saturday of every month and providing free popcorn for attendees. There were **9** participants during the month of May.

May 31, 2017, Staff held an English Language and Literacy Intensive (ELLI) Mini Graduation at the Porterville City Library. All ELLI students and their families were invited to this annual event to recognize the ELLI Students' efforts and celebrate their achievement. PUSD school board member Mr. Felipe Martinez was again invited to hand out the certificates to the ELLI students. Mariana Lopez, Nutrition Educator for The University of California Cooperative Expanded Food and Nutrition Education Program, was invited to conduct a special 15 minute presentation on healthy eating tips in which she made a cold summer veggie/fruit salad for families to sample.

Julissa Leyva, Santa Fe Elementary School Principal, and Eric Ortega, Santa Fe Elementary School Vice Principal, were also invited and attended the event. Mrs. Leyva expressed her appreciation to the Library's

programs and what they provide for the students and their families. We had one of the ELLI staff dress up like a clown to hand out balloons and gift bags. Five books with matching stuffed animals were raffled to the students only. There were refreshments for all. To end the night on a very positive note, all kids had a chance to get their face painted by the ELLI Staff. The total attendance for this event was **146**.

June:

Saturday Game Day @Your Library. Participants had the opportunity to play a variety of card, board, and video games. There were **7** participants for the month of June.

Bring Your Own Game Day is held every Sunday in the Community Room at the Porterville City Library from 1:30 pm – 4:30 pm. There were **35** participants for the month of June.

Library Cinema, staff will be showing carefully selected movies on the third Saturday of every month and providing free popcorn for attendees. There were **10** participants during the month of June.

June 24, 2017, Building Blocks Club @ Your Library. Participants had the opportunity to play with a variety of Legos. Staff conducted a raffle for the Lego Adventure Book. There were **5** participants.

June 13, 2017, staff participated in the Farmer's Market. Staff had an informational booth promoting library programs and visitors had an opportunity to play the Spin 'n' Win wheel for a chance to win a prize. There were **127** participants.

June 16, 2017, staff participated in the Summer Night Lights kick-off at Murray Park. They had an information booth promoting the summer reading program and the summer lunch program. There were **292** participants.

June 21, 2017, staff visited the Porterville Education Center preschool where they read stories and shared information about programming. There were **112** participants.

June 23, 2017, staff visited Summer School Kindergarten class for West Putnam. They presented information on how the library staff members are community helpers. There were **22** participants.

June 27, 2017, staff participated in the Farmer's Market. Staff had an informational booth promoting library programs and visitors had an opportunity to play the Spin 'n' Win wheel for a chance to win a prize. There were **105** participants.

June 30, 2017, staff gave two tours of the library to preschool classes from Happy Hearts Preschool. Staff read them stories, walked them through the facility, educated them about library programs and services, and answered their questions about the library. There were **59** participants.

July:

Saturday Game Day @Your Library. Participants had the opportunity to play a variety of card, board, and video games. There were **16** participants for the month of July.

Bring Your Own Game Day is held every Sunday in the Community Room at the Porterville City Library from 1:30 pm – 4:30 pm. There were **89** participants for the month of July.

Library Cinema, staff will be showing carefully selected movies on the third Saturday of every month and providing free popcorn for attendees. There were **5** participants during the month of July.

July 29, 2017, Building Blocks Club @ Your Library. Participants had the opportunity to play with a variety of Legos. Staff conducted a contest to see who could build the best house. The winner received a Lego book. There were **22** participants.

July 5, 2017, staff visited West Putnam for summer school grades 1 through 3. They read stories and shared summer reading program information. There were **79** participants.

July 21, 2017, staff participated in the Grandparents Resource Day sponsored by the Burton School district. Staff had an information booth about the library's programs and services. There were **233** participants.

July, 23, 2017, staff participated in an Immigration Town Hall resource fair held at the Veteran's Memorial building. Staff had an information booth about the library's programs and services. There were **58** participants.

Staff conducted 1-Hour courses on the following Computer Topics:

- 5/6 Introduction to Internet (Spanish)
- 5/13 Introduction to Downloading
- 5/20 Introduction to Downloading (Spanish)
- 5/27 Introduction to Microsoft Word
- 6/3 Introduction to Microsoft Word (Spanish)
- 6/10 Introduction to Facebook (Bilingual)
- 6/17 Introduction to Email
- 6/24 Introduction to Email (Spanish)
- 7/1 Introduction to Facebook
- 7/8 Introduction to Facebook (Spanish)
- 7/15 Introduction to Amazon
- 7/22 Introduction to Amazon (Spanish)
- 7/29 Introduction to Publisher

Total participants: **23**

May-July Volunteer hours

41 Volunteers: **1725** hours **23** Community Service: **653** hours

Tuesday Morning Story Times: preschoolers enjoy singing, dancing, and books. There were **692** participants.

Tuesday Evening Spanish Story Times: preschoolers enjoy Spanish stories, Spanish songs, and crafts. There were **220** participants.

Boppy Times for Babies: parents and their babies get to play and bond together. There were **54** participants.

Sunday traffic counts for May-July

- Sunday, May 7: **166**
- Sunday, May 14: **122**
- Sunday, May 21: **163**

- Sunday, May 28: **153**
- Sunday, June 4: **183**
- Sunday, June 11: **196**
- Sunday, June 18: **132**
- Sunday, June 25: **199**
- Sunday, July 2: **162**
- Sunday, July 9: **183**
- Sunday, July 16: **166**
- Sunday, July 23: **151**
- Sunday, July 30: **196**

3. Literacy Report

Adult Learning Center visits: **630**

Tutors trained: **4** Learner assessments: **6** Tutor matches: **4**

Learners' Achievement Corner

- ✓ Francisco M. – Job interview with Proteus.
- ✓ Jess C. - Has passed 3 units of Grammar Wise workbook
- ✓ Vanny M. - Checked out a book to read with his daughter. He has learned to search the internet for the meaning of words.
- ✓ Juan A. - Learned how to use the computer keyboard and search the internet.

English as a Second Language Arabic group meets Tuesday, Wednesday and Thursday mornings. There were a total of **458** participants.

English as a Second Language group meets on Wednesdays from 5:30 pm -7:30 pm. There were **24** participants.

The Library has partnered with the Police Department Thunderbolt Program staff. We currently have **1** student who is meeting with Tutors for assistance with their writing assignments.

The Skill Building program was held at the Margaret J. Slattery Children's Library June 19 – July 28. It ran three- hour sessions in the mornings, Monday – Friday. The program was available for Kindergarten and first grade students who did not have summer school opportunities. The students worked on skill building in the subject areas of Math and English Language - reading and writing. Staff conducted **29** sessions for the Skill Building students and there were **611** counted in total attendance.

The University of California Cooperative Expanded Food and Nutrition Education representative conducted four workshops at the Margaret J. Slattery Children's Library for the Skill Building parents on nutrition, cooking tips, and making better eating and living choices for a healthier lifestyle for the entire family. There were **30** participants.

4. Chamber Ambassador Report

- June 7, 2017, staff attended the ambassador lunch at Perko's.

5. City Librarian's Report

Once again our summer of programming made the library a popular destination in our community. Our staff and volunteers have been working extremely hard this summer! We had several students volunteer from PUSD Pathways. We also had extra paid help provided over the summer from our community partners, CSET and SEE program.

Staff circulated a Summer Reading Program Survey at the end of July and beginning of August. Staff anticipates that the compilation of information to be ready by your September meeting.

We applied for a quick and easy grant that already had preset funding allocation based on population and demographic information as California is home to more than 10 million immigrants. Nearly one in four of the foreign-born population in the U.S. lives in our state. Public libraries are working hard to strengthen their services to immigrants. This summer, the State Library's Immigrant Alliance Project provided public libraries the opportunity to obtain resources to update and expand their bilingual book collections for children. Libraries applied to receive up to $10,000 to purchase bilingual books for pre-kindergarten through 6th grade. The Porterville City Library was awarded $7,500.

I have been invited to participate in a Community Conversation for the State Library on Tuesday, August 28, from 10am-noon in Fresno, CA. The State Library is holding this community conversation with librarians in the valley about our aspirations for the library profession in California. They want to make sure their goals and actions are in alignment with them. Library consultant, Cindy Mediavilla, will be conducting the conversation.

6. Attendance Report

At the request of the Commission, this item is to inform the appointed Commissioners that the City Council reviews the attendance for City Commissions and Committees quarterly. Staff has attached the City Council item from August 1 for your information and review.

7. Announcements

- September is National Library Card Sign Up Month
- Family Literacy Day - Saturday, September 16, at Centennial Plaza Park from 10am-1pm.
- Banned Book Week - September 25-30

CITY COUNCIL

✓ City Council will have a place on their Tuesday, August 11, agenda for the Library & Literacy Commission to report.

SCHEDULED MATTERS

1. 2017 California Library Association Conference

The 119th annual California Library Association Conference will be held in Riverside, California on November 2-4. This year's conference theme is "New Worlds Emerge".

The CLA Conference Committee has planned for over 100 programs, inspirational speakers, professional networking, and many exhibits with the best in the library field. The conference focus is "When Patterns are Broken - NEW WORLDS EMERGE."

Staff has programmed conference expenses into the annual budget process. This year the budget allows for two Commissioners to attend the conference. The cost estimates to send two Commissioners to conference is $1,236 and covers: registration, membership, per diem for meals, mileage, lodging, and parking. Vikki will already be in Riverside attending the Annual California State Library's Director Forum.

Staff recommends that the Commission designate one or two Commissioners to attend the 119th Annual California Library Association Conference and to direct staff to make the necessary arrangements for conference participation by the "early bird" deadline of September 1.

2. 2017 Commission Goals and Objectives

At the request of Chair Christenson this matter will continually be placed on the agenda for further discussions and modifications, if necessary.

Staff has provided a copy of the recently published CPLA Newsletter to keep you informed as library advocates.

3. Commission Advocacy Opportunities

Upcoming meetings:

- P&L Commission – September 7 – Council Chambers @ 5:30 pm.
- Friends of the Library – August 9, September 13 – Library Local History Room @ 4 pm.
- City Council August 15, September 19 @ 6:30pm
- Youth Commission – summer hiatus
- TUTOC August 29 @ 6pm – Coleman Meeting Room at City Hall

VII. COMMENTS FROM COMMISSIONERS – comments on any items or issues not on the agenda

VIII. SCHEDULE ITEMS FOR FUTURE MEETINGS

IX. ADJOURNMENT – Adjourn the meeting