



MEMORANDUM

Library Services Department

DATE: April 16, 2018
TO: Library Board of Trustees
FROM: Rosanne Macek, Library Services Director
SUBJECT: Library Report

5.1 REMODEL UPDATE

We are continuing to post regular updates on the library website here:

<http://mountainview.gov/libraryremodel>

First Floor

The non-fiction and picture book area has been carpeted, shelving has been re-installed, and books returned to the shelves.



Work is continuing on the community room (below left). The open area between the 1st and 2nd floors is being prepared for steel and concrete to create a structural floor (right).



Second floor

The quiet study room has received new carpeting and furniture and the new reading room is now open.



5.2 GROUP STUDY ROOM POLICY

Attached are the changes discussed in previous Library Board meetings. In response to Board questions at the last meeting, here is a summary of some of the key features of the software we are considering to manage the booking of study rooms:

- There can be an information page for each room, with a photo, description, location, and rules for room use.
- A few of the room settings available include minimum and maximum times, authenticating with library cards, and restricting the number of bookings per group.
- A list can be provided to staff to view everyone using study rooms on each day and which room each group is assigned.
- Email reminders can be sent.
- The vendor also provides a program calendar module.

- We don't know yet if previous records could be purged automatically or manually.

5.3 BUDGET SCHEDULE

May 1 - Narrative Budget and Capital Improvement Program

June 12 - Proposed Budget

June 19 - Budget Adoption

5.4 FINES AND FEES

As part of the discussion about the possibility of eliminating some fines next year, the Board requested information about local practices by other nearby libraries on senior exemptions.

Each year we share detailed fine and fee information with Silicon Valley Library System which consists of these libraries: Los Gatos, Mountain View, Palo Alto, San Jose, Santa Clara City, Santa Clara County, and Sunnyvale. Of these libraries, only the Santa Clara County Library exempts seniors from fines.

RECRUITMENTS

I am very pleased to announce our 4 new librarians and new Youth & Outreach Services Manager:

Pamela Schwartz will be joining us on April 16 as a full-time librarian in our Adult Services department. Pamela has a BA in English, received her MLIS from SJSU, and worked as a reference instruction librarian at Loyola Marymount University. She most recently worked as an on-call librarian at the San Mateo and Redwood City public libraries.

Renee Ting will be joining our Youth & Outreach Services department on April 16 as our new bookmobile librarian. Renee has a BA in music and plays the violin, guitar, and likes to sing. She has her MLIS from SJSU and is fluent in Mandarin. She has two sons, ages 3 and 7, who are both super excited about their mom driving the bookmobile!

Julie Jackson will be joining us on April 23 as our new half-time children's librarian. Julie began working here at MVPL as a page and then as an hourly librarian. She started her professional career as a law librarian. Julie has an MLIS from SJSU, a Liberal Studies degree from SFSU, and an Associate's Degree in Fashion Merchandising. When not at the Library, Julie loves doing research in genealogy for family, friends, and neighbors.

Court Fields will be joining us on April 23 as our new 3/4 -time librarian in Adult Services. Court has a BA in History and International Relations from the University of Wisconsin and received his MLIS degree from SJSU. Court is currently working as an hourly Librarian with us and as a part-time Librarian at the Tully Branch of San Jose Public Library. He is an avid traveler and enjoys karaoke.

Liz Hickok will be joining us on May 14 as our new Youth & Outreach Services Manager. She is currently the Supervising Librarian for Technical Services at the Sunnyvale Library. She was previously a Branch Manager for the Daly City Library, a librarian at Mission Community College, and Director of Development for Saint Anthony College Preparatory in Long Beach. Liz worked for us as an hourly librarian 2011-2012 and was also a Preschool Storytime Coordinator for a Montessori school. Liz has her MLIS from SJSU, MA in English and Comparative Literature from CSU Fullerton, and BA in English from UC Berkeley.

We still have a few more positions to fill. The Director recruitment is proceeding and I'm hopeful we'll have someone on board this summer just as I'm finishing my work here. We are also holding interviews this week for Acquisitions Library Assistant. After that position is filled we will begin a recruitment for cataloging librarian.

LIBRARY MISSION STATEMENT

Per the Board's request, the Library's mission statement is now more visible on the Library's website here:

<http://www.mountainview.gov/depts/library/default.asp>

It is also featured at the bottom of the policy page here:

<http://www.mountainview.gov/depts/library/about/policies/default.asp>

UPCOMING HOLIDAYS

The Library will be closed for the following holidays

Memorial Day: May 28

Independence Day: July 4

Our complete schedule of open hours and upcoming holidays is here:

http://www.mountainview.gov/depts/library/about/hours_n_holiday_schedule.asp