

CITIZEN'S OVERSIGHT COMMITTEE  
Gene Albaugh Room  
Helling Library  
Nevada City, California

**AGENDA: May 18, 2020**

---

Agenda for the regular meeting of the Citizen's Oversight Committee (COC) scheduled for Monday May 18, 2020 at 3:00 p.m. via Zoom

Committee Members: Josie Andrews, Bob Branstrom, Ruth Hall, Michael Hill-Weld, Becky Robinson

Present: Elise Strickler, Emily Goldstein, Josie Andrews, Ruth Hall, Kathleen Eagan, Michael Hill-Weld, Becky Robinson

Clerk of the Committee: Elise Strickler, Acting County Librarian

Guests:

Absent:

1. Call Meeting to Order/Roll Call – Michael Hill-Weld, Chairperson  
The meeting called to order at 3:08 p. m. by Michael Hill-Weld.
2. Review and adoption of Minutes of Prior Meeting – Elise Strickler, Acting County Librarian
  - a. The minutes were adopted without amendment
3. Measure A Sales Tax Receipts Report – Elise Strickler, Acting County Librarian
  - a. A report of sales tax receipts as of 4/30/2020 was reviewed. The lower sales tax numbers are expected to continue due to the Shelter in Place order. The CEO's office predicts at least a 10% decrease for the year. PSPS's are undetermined at this time, and will have an impact.
  - b. Reports showing the State's report on County sales tax distribution and the County's report on sales tax receipts by fund were reviewed.
  - c. The Library's projections for sales tax revenue for fiscal year 19-20 should be revised.
4. County Librarian's Report including status of staffing, new staffing, new programs and implementation timeline and facilities - Elise Strickler, Acting County Librarian
  - a. The library submitted policies and procedures to initiate curbside pickup on May 18, but were advised by the State that libraries must remain closed until Phase III of reopening. At this point the date of reopening is undetermined, however the library is prepared with protocol and PPE when reopening is possible.
  - b. Vacancies

- i. A new County Librarian has been hired: Nick Wilczek. Current Director of Humboldt County Library system and will start in Nevada County on June 22, 2020. A press release will take place on Friday
      - ii. The Western Literacy Coordinator position has been filled by Natalie Martinez, and internal candidate who has been working at the Penn Valley Library.
      - iii. The Eastern Literacy Coordinator position will open recruitment very soon. 50% of time will be dedicated to literacy, and 50% time will be dedicated to general library work. Spanish language competency is highly desirable.
      - iv. Two interns in Truckee will be recruited for the summer lunch program.
      - v. An offer has been made for a new Library Accounting Technician.
    - c. Staff is working on converting programming to virtual programming and increase community engagement.
    - d. All Branches have completed a full inventory of library materials and have been redistributed to other departments when library work is not available.
    - e. Penn Valley Library bids will come in a few weeks, and project being in the new Penn Valley space in December.
    - f. The Community conversations have taken place for the Truckee remodel, but there is some delay due to the public health crisis. The staff break room will move to County Offices across the parking lot to create more space in the current space.
5. Proposed 2020/21 Budget – Elise Strickler, Acting County Librarian
  - a. Budgets were developed prior to the public health crisis and will be adjusted this week to reflect the current conditions and revised projections. An update will be provided to the Committee. The proposed budget will be impacted by sales tax reduction due both to PSPS and shelter in place orders.
  - b. The Truckee remodel and Madelyn Helling and Grass Valley roof repairs will be budget amendments and are not shown in the proposed 20-21 Fiscal Year Budget.
  - c. The programming budget will not be reduced, but will be repurposed to areas most needed in the current crisis. The library is more critical to the community now than ever.
  - d. More fund balance than anticipated will be used due to a drop in revenue.
  - e. It is possible that funds for out of state travel to library conferences will not be available.
  - f. The budget presentation will be June 2<sup>nd</sup>, online. The budget will be formally adopted on June 16<sup>th</sup>.
6. Annual Report to the Board of Supervisors – Michael Hill-Weld
  - a. A document was presented, with minor changes from previous letters and current year statistics added.

- b. The End of Year fiscal year report and County Librarian's report from the end of 18-19 will be attached.
- 7. Truckee Library Status – Steve Monaghan
  - a. Plans and specs have been sent out to 7 Architecture firms, including one firm in Truckee. Quotes and 3d conceptual drawings will be forthcoming.
- 8. Truckee Community Report – Ruth Hall
  - a. The Eastern Friends of the Library have launched a virtual media campaign “Library Up” to raise funds for the new library.
  - b. Community Leaders are contributing stories which are shared on Facebook.
  - c. A new grant was received by the Truckee Library.
  - d. Many new programs are being implemented to engage the community.
- 9. Public Comment
  - a. No public comments were received
- 10. Next Meeting: August 17, 2020
- 11. Adjournment:

The meeting adjourned at 4:44pm