



Tulare Library Advisory Board Meeting

Tulare Public Library | 475 North M Street | Tulare, CA
March 15 2017, at 4:00pm | TPL Charter Room

Facilitator: Lisa Hollingshead Minutes: Heidi Clark		
Attendees: Lisa Hollingshead; Ellen Baker; Michelle Lippincott; Terry Sayre; Donna Schauland; Marissa Moya; Yesenia Zepeda; Traci Myers; Rob Hunt; Heidi Clark; Melissa Emerson; Sarah Fly; and, Jane Zikratch		
City of Tulare Mission Statement: To promote a quality of life making Tulare the most desirable community in which to live, learn, play, work, worship and prosper		
Agenda		
Topic	Speaker	Time
I. CALL TO ORDER	Lisa Hollingshead	2
II. CITIZEN COMMENTS: This is the time for citizens to comment on items within the jurisdiction of the Advisory Board. The Board cannot legally discuss or take official action on citizen comments that are introduced today. Each speaker will be allowed 3 minutes, with a maximum of 10 minutes per item, unless otherwise extended by the board.	Lisa Hollingshead	2
III. COMMUNICATIONS: Communications are to be submitted 10 days prior to a meeting to be considered for this section of the Agenda. No action will be taken on matters listed under Communications; however, the Board may direct staff to schedule issues raised during Communications for a future agenda. Citizen comments will be limited to 3 minutes per topic, unless otherwise extended by Board.	Lisa Hollingshead	2
IV. ITEMS OF STUDENT INTEREST	Marissa Moya & Yesenia Zepeda	5
V. CONSENT CALENDAR: All Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion. <ul style="list-style-type: none"> • Approval of Minutes – January 18, 2017 	Lisa Hollingshead	2
VI. SCHEDULED CITIZEN OR GROUP PRESENTATIONS	Lisa Hollingshead	2
VII. GENERAL BUSINESS <ul style="list-style-type: none"> • Snapshot of Stats & Library Updates • Passport Activity Increase – considering options • Upcoming Programs & Outreach (Be Your Own Boss workshop, Kiwanis-importance of reading to kids, Spring Garden Fest program, host CALVIN meeting, National Library Week) • Suggestions – Library Advisory Board 	Lisa Hollingshead Jane Zikratch Library Staff Board Members	3 10 10 10
VIII. ITEMS OF BOARD MEMBER INTEREST	Lisa Hollingshead	2
IX. SET DATE AND TIME OF NEXT MEETING <ul style="list-style-type: none"> • April 19, 2017, at 4pm 	Lisa Hollingshead	2
X. ADJOURNMENT	Lisa Hollingshead	1
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Snapshot of Stats

Library Monthly Report: 2017 January - February			
Group Title	Activity / Program	2017 Jan	2017 Feb
SNAPSHOT OF STATS			
General Library Services <small>*Open 43 Hours a Week *Tue.-Fri. 10am-7pm & Sat. 10am-5pm (Closed for Thanksgiving; Christmas Eve; Christmas; New Year's Eve; and, New Year's Day)</small>	Public Services (Door Count; Items Circulated; New cards; Passports; Ref. Queries, etc.)	34,871	32,735
	Internet Services (Ebook; FB; JobNow; Computer Users; Virtual Visits; etc.)	11,840	10,626
	Volunteer Services <small>(Book Wranglers; Homework Help; Friends of the Tulare Public Library; Tulare Library Foundation; Sequoia Genealogical Society; Teen Advisory Board; Library Advisory Board; Friends; and, Veterans</small>	1,132	908
	Total	47,843	44,269
Adult Services	Programs / Activities	211	155
	Special Events / Outreach Attendance	292	394
	Total	503	549
Youth Services	Programs / Activities	314	268
	Special Events / Outreach Attendance	26	209
	Total	340	477
Total Library Services		48,686	45,295

Passport demand increase

Without question, we have seen an increase in passports.

We accepted 295 applications this **February**, as opposed to 188 in Feb. last year; an increase of 107 applications or **56%**
 The increase in **January** was not quite as dramatic: 194 this year vs. 170 last year, for an increase of 24 applications or **14%**
 This past **December** we did 104 compared to 81 the previous year, an increase of 23 applications or **28%**

Saturday passports have really skyrocketed: In February we handled 123 on Saturdays only, and in January our Saturday total was 78; an increase of 55 applications, or a whopping **70%** from one month to the next!

The applicants are mostly children. Looking back at the transmittals as far as Saturday, Feb. 11th, we served 116 children and 71 adults; a difference of 35, or **49%** more children than adults.