

MEETING NOTICE: There will be a Regular Meeting of the
Blanchard /Santa Paula Library District Board of Trustees
Tuesday, April 23, 2019, at 5:30 p.m.
Blanchard Community Library, Hardison Room
119 N. 8th St., Santa Paula, CA 93060.

AGENDA

- A. CALL TO ORDER
- B. APPROVAL OF THE ORDER OF THE AGENDA
- C. PRESENTATIONS
None
- D. PUBLIC COMMENT

Public comments are welcomed and encouraged. The President of the Board will acknowledge visitors wishing to speak on a topic not on the regular Board agenda. The Board is prohibited from taking action on any item not part of the printed agenda. When addressing the Library Board, please stand to be recognized by the Board President, state your full name and address, and direct your comments to the entire Library Board.

For members in the audience wishing to speak on an Agenda item, the President will announce the item and request the staff or a Board member to give a brief summary. The Board will have an opportunity to ask questions, following which the President will ask whether anyone else wishes to comment. Then the Board will discuss the item and take the appropriate action.

The Library Board of Trustees requests that speakers conduct themselves with civility and keep in mind the rights and well-being of all members of the Santa Paula community.

- E. CONSENT CALENDAR
 - a. Approval of Minutes: Regular Meeting of March 26, 2019
- F. REPORTS
 - a. Financial Reports
 - b. Friends of the Library
- G. BOARD/ADMINISTRATION COMMENTS, CONCERNS, HANDOUT
- H. OLD BUSINESS
 - a. Budget Review (information, discussion, possible action)

I. NEW BUSINESS

- a. Art Committee Report with Recommendations for Retention and Deaccession of Specific Items (information, discussion, possible action)

J. REPORTS (CONTINUED)

- a. Literacy Services
- b. Public Services
- c. Volunteer Coordinator's Report
- d. District Director's Report
- e. Board Committees
 - i. Finance
 - ii. Human Resources
 - iii. Strategic Plan Teams
 - 1. Visioning/Strategic Plan
 - 2. Fundraising/Grants

K. FUTURE AGENDA ITEMS

L. UPCOMING MEETING DATES

Regular Meeting May 28, 2019

M. ADJOURNMENT

In compliance with the Ralph M. Brown Act and the Americans with Disabilities Act, if you need a disability-related modification, accommodation, or other special assistance to participate in this meeting, please contact Ned Branch, District Director of the Blanchard/Santa Paula Community Library, at 805-525-3615 x102. Notification 48 hours before the meeting will enable reasonable arrangements to be made.

REGULAR MEETING OF APRIL 23, 2019
D. CONSENT CALENDAR

1. Approval of Minutes
 - a. Regular Meeting of March 26, 2019

	MOVED	SECONDED	YES	NO	ABSTAIN	ABSENT
Coughlin						
Hicks						
Nasalroad						
Phillips						
Sandoval						

MINUTES of the Regular Meeting of the Blanchard/Santa Paula Library District Board of Trustees, Tuesday, March 26, 2019

CALL TO ORDER---The Meeting was called to order at 5:31 p.m. by Board President Tim Hicks. Board members Maureen Coughlin, Nancy Nasalroad, Laura Phillips and Daniel Sandoval were in attendance. District Director Ned Branch and Steve McFadden C.P.A. were present. A quorum was established.

APPROVAL OF THE ORDER OF AGENDA---Unanimously approved (Sandoval/Coughlin 5-0).

PUBLIC COMMENT ON NON-AGENDA ITEMS---None.

CONSENT CALENDAR---The *Minutes* of the Regular Meeting of February 26, 2019, were unanimously approved as written (Nasalroad/Laura 5-0).

REPORTS---Director Branch presented the *Financial Statements and Budget*. The \$45,000 from the State Library for Literacy needs to be entered as an encumbered fund. The Financial statements were received and filed (Sandoval/Coughlin, 5-0) Laura Phillips reported for the *Friends* that the April sale will feature books in finances. The Friends will help at the May 22nd Senior Festival at The Ag Museum.

BOARD/ADMINISTRATION COMMENTS, CONCERNS, HANDOUTS---The Rotary Club honored Director Branch as a Paul Harris Fellow. The Library and Friends will host a table at the Community Easter Egg Hunt on April 20.

UNFINISHED BUSINESS---The Pre-funding of Unfunded Other than Employee Benefits Obligation will be included in the next year's Budget, estimated to be about \$3,000 a month.

NEW BUSINESS--- The Ventura County Human Services Agency has ended its MOU with the Library.

REPORTS CONT. ---

Literacy Program: Wendy Batstone reported that about 40 learners are enrolled in the ESL class with about 15 children in the preschool.

Public Services: The Library is the only place in Santa Paula offering bilingual computer classes. The Homelessness Activity based on the book Strays has not proceeded yet.

MINUTES of the Regular Meeting of the Blanchard/Santa Paula Library District Board of Trustees, Tuesday, March 26, 2019

Volunteer Coordinator: Another Volunteer Day is scheduled for April with hopes that the Story Hour room will be painted.

Director's Report: Director Branch reported that the installment of the surveillance cameras will be scheduled soon; which may be useful now that the warming shelters have been closed. David Garcia has been contacted for the website improvements. Mr. Branch believes he will have a visit from a library interior designer before mid- April. After that, the Imagine Fundraising campaign can begin as well as Phase Two of the Facilities Plan. Non-harassment training needs to be taken by non-supervisory staff as well as trustees, and supervisors need to retake it.

Board Committee Reports:

Finance- none.

Human Resources- The Employee policy changes are still waiting for Nancy Schreiner's input to be added. Employee evaluations need to be done.

Strategic Plan Team Reports:

Visioning/Strategic Plan: The Committee will be using an outward looking process from the Harwood Institute, with the first four conversations of the facilitator funded by the State Library. The facilitator will also train the library staff. Nine focus groups will be asked what they want in the community.

Fundraising: The Library is applying for a small grant for the Dia de Los Niños event.

Volunteerism: (Jeri Mead's report)

FUTURE AGENDA ITEMS---The Board agreed to include the following in future Agendas:
Budget

UPCOMING MEETING DATE---The next Meeting will be on Tuesday, April 23, 2019, at 5:30 p.m.

ADJOURNMENT---There being no further business, the Regular Meeting was adjourned at 6:54 p.m.

REGULAR MEETING OF APRIL 23, 2019
E(a)REPORTS: FINANCIAL REPORTS

1. Receive and file March 2019 financial reports

	MOVED	SECONDED	YES	NO	ABSTAIN	ABSENT
Coughlin						
Hicks						
Nasalroad						
Phillips						
Sandoval						

BLANCHARD COMMUNITY LIBRARY
FINANCIAL STATEMENTS
and Supplementary Schedules

March 31, 2019

BLANCHARD COMMUNITY LIBRARY

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BLANCHARD COMMUNITY LIBRARY
STATEMENT OF ASSETS, LIABILITIES AND FUND BALANCE

MODIFIED ACCRUAL BASIS

March 31, 2019

ASSETS

		CURRENT ASSETS	
CASH		\$1,334,861	
RESTRICTED CASH		<u>326,958</u>	
			\$ 1,661,819
PREPAID EXPENSES		<u>3,277</u>	
TOTAL CURRENT ASSETS			\$ 1,665,096
FIXED ASSETS NET OF			
ACCUMULATED DEPRECIATION			<u>731,111</u>
TOTAL ASSETS			<u><u>\$2,396,207</u></u>

LIABILITIES AND FUND BALANCES

		LIABILITIES	
ACCOUNTS PAYABLE		\$4,109	
ACCRUED PAYROLL EXPENSE		<u>6,852</u>	
TOTAL LIABILITIES			\$10,961
		FUND BALANCES	
GENERAL FUND		1,326,869	
FIXED ASSET FUND		731,111	
RESTRICTED FUNDS		<u>327,266</u>	
TOTAL FUND BALANCE			<u>2,385,246</u>
TOTAL LIABILITIES AND FUND BALANCE			<u><u>\$2,396,207</u></u>

BLANCHARD COMMUNITY LIBRARY

COMPARATIVE STATEMENT OF REVENUE AND EXPENSES

FOR THE MONTH AND PERIOD ENDED MARCH 31, 2019
MODIFIED ACCRUAL BASIS

	MARCH			YEAR TO DATE		
	MONTH ACTUAL	MONTH BUDGET	VARIANCE	YTD ACTUAL	YTD BUDGET	VARIANCE
REVENUE						
PROPERTY TAX	\$3,723	\$70		\$595,785	\$525,978	13.27%
LIBRARY OPERATIONS	679	417	62.83%	8,413	3,750	124.35%
DONATIONS	15,909	2,083	663.75%	55,962	18,750	198.46%
GRANTS		\$1,000		\$146,960	\$31,000	
	<u>\$20,311</u>	<u>\$3,570</u>	82.42%	<u>\$807,120</u>	<u>\$579,478</u>	39.28%
EXPENSES						
PERSONNEL	\$49,779	\$48,918	1.76%	\$456,551	\$422,846	7.97%
OPERATIONS	15,935	6,600	141.44%	94,000	109,400	-14.08%
ADMINISTRATIVE	4,501	5,954	-24.40%	44,985	48,088	-6.45%
FACILITIES	9,068	4,704	92.77%	52,628	42,338	24.30%
	<u>\$79,283</u>	<u>\$66,176</u>	19.81%	<u>\$648,164</u>	<u>\$622,672</u>	4.09%
NET INCOME (LOSS)	<u>\$(58,972)</u>	<u>\$(62,606)</u>		<u>\$158,956</u>	<u>\$(43,194)</u>	-468.00%
NON BUDGETED INCOME (EXPENSES)						
INSURANCE PROCEEDS				13,151		
REIMBURSEMENT DIF		1,667		2,850	\$15,000	
INVESTMENT INTEREST				1,733		
ELECTIONS	1			(519)		
NET AFTER NON BUDGETED ITEMS	<u>\$ (58,971)</u>	<u>\$(62,606)</u>	-80.73%	<u>\$176,171</u>	<u>\$(28,194)</u>	-724.85%

SUPPLEMENTARY SCHEDULES

BLANCHARD COMMUNITY LIBRARY
 SCHEDULE OF CASH BALANCES

3/31//2019

COUNTY	\$905,385	
SANTA PAULA CITY	117,089	1
BUILDING FUND	83,276	1
BLAKE	53,832	1
LITERACY	72,761	1
BOOK TRUST	15,337	
GENERAL FUND	43,386	
WELLS FARGO	370,048	
OTHERS	705	
TOTAL CASH	<u>\$1,661,819</u>	

1 Restricted	326,958	
Other Unrestricted	1,334,861	

BLANCHARD COMMUNITY LIBRARY
COMPARATIVE
STATEMENT OF REVENUE AND EXPENSE
MODIFIED ACCRUAL BASIS
FOR THE PERIOD ENDED

	3/31/18	3/31/19	YTD BUDGET	ANNUAL BUDGET
REVENUE				
PROPERTY TAX	\$575,646	\$595,785	\$ 525,978	\$ 740,132
LIBRARY OPERATIONS	9,569	9,091	3,750	5,000
DONATIONS	71,636	55,962	18,750	45,000
GRANTS	35,063	146,960	31,000	31,000
TOTAL REVENUE	<u>\$691,914</u>	<u>\$807,798</u>	<u>\$579,478</u>	<u>\$821,132</u>
EXPENSES				
PERSONNEL				
WAGES	312,329	332,280	305,499	407,333
RETIREMENT	42,172	48,268	43,791	56,141
HEALTH INSURANCE	41,363	46,985	46,764	68,250
PAYROLL TAX	29,080	27,562	25,523	33,866
EMPLOYEE BENEFIT	974	1,456	1,269	1,692
	<u>425,918</u>	<u>456,551</u>	<u>422,846</u>	<u>567,282</u>
OPERATIONS				
LIBRARY NETWORK	43,701	43,327	45,000	60,000
PUBLICITY	3,124	1,311	3,900	5,200
MEMBERSHIPS	4,431	3,706	2,250	3,000
ACQUISITIONS	22,568	19,292	30,650	39,800
PROGRAMS	13,842	14,922	20,625	27,500
COMPUTER SERVICE	9	4,617	3,600	4,800
BOOK BINDING	2,295	1,159	1,500	2,000
ADVERTISING	1,588	1,854		
TRAVEL	2,478	3,812	1,875	2,500
	<u>94,036</u>	<u>94,000</u>	<u>109,400</u>	<u>144,800</u>
ADMINISTRATIVE				
ADVERTISING			188	250
BANK CHARGES	228	311	300	400
COMPUTER NETWORK	2,413	4,408		
INSURANCE	7,417	8,202	7,875	10,500
OFFICE EXPENSE	4,094	4,458	3,750	5,000
TELEPHONE	2,717	2,044	3,000	4,000
POSTAGE	620	697	450	600
PRINTING	1,038	3,386	2,025	2,700
PROFESSIONAL FEES	19,677	21,386	29,000	38,000
STAFF DEVELOPMENT	97	93	1,500	2,000
	<u>38,301</u>	<u>44,985</u>	<u>48,088</u>	<u>63,450</u>
FACILITIES				
BUILDING MAINTENANCE	11,140	20,501	10,500	14,000
JANITORIAL	6,030	6,134	6,075	8,100
UTILITIES	26,860	25,993	25,763	34,350
	<u>44,030</u>	<u>52,628</u>	<u>42,338</u>	<u>56,450</u>
TOTAL EXPENSES	<u>602,285</u>	<u>648,164</u>	<u>622,672</u>	<u>775,532</u>
NET INCOME(LOSS)	<u>\$89,629</u>	<u>\$159,634</u>	<u>\$(43,194)</u>	<u>\$45,600</u>
NON BUDGETED INCOME (EXPENSES)				
INSURANCE REIMBURSEMENT		13,151		
REIMBURSEMENT DIF	27,772	2,850	15,000	20,000
INVESTMENT INTEREST	6,877	1,729		
ELECTION COSTS		(519)		
BUILDING FUND				
NET AFTER NON BUDGETED ITEMS	<u>\$124,278</u>	<u>\$176,845</u>	<u>\$(28,194)</u>	<u>\$65,600</u>

\$740,132

BLANCHARD COMMUNITY LIBRARY
SCHEDULE OF ACCOUNTS PAYABLE

March 31, 2019

Due to Friends of the Library	\$	316
Credit Card		3,788
Others		5
Total	\$	<u>4,109</u>

BLANCHARD COMMUNITY LIBRARY
CITY FUNDS TRANSACTION

		BALANCE
	June 30, 2016	\$176,201.02
	TRANSACTIONS	
	INTEREST	276.73
	INTEREST	249.90
	INTEREST	258.06
	MR 6847	2,014.00
	MR 6891	2,014.00
	MR 6921	4,028.00
	MR 6940	4,028.00
	MR 7181	2,014.00
	MR 7187	2,014.00
3.06.17	CHECK	(4,310.97)
6.26.17	CHECK	(2,691.96)
7.17.17	CHECK	(96.00)
4.15.17	INTEREST	324.37
7.15.17	INTEREST	382.03
8.14.17	MR 7308	2,014.00
10.15.17	INTEREST	483.94
12.11.17	CHECK	(3,491.15)
3.19.18	MR 7614	24,831.73
3.29.18	147 VIEW DR	2,233.73
7.02.18	CHECK	(3,376.63)
7.15.18	INTEREST	854.87
10.04.18	CHECK	(76,977.00)
10.15.18	INTEREST	927.07
10.31.18	CHECK	(17,117.00)
		(59,112.28)
		\$117,088.74

BLANCHARD COMMUNITY LIBRARY

ASSET ADDITIONS

IMPROVEMENTS

BATHROOM REMODEL	94,795	From construction in progress
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EQUIPMENT

RFID	29,019	From network charges
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REGULAR MEETING OF APRIL 23, 2019
F. BOARD/ADMINISTRATION COMMENTS, CONCERNS, HANDOUTS

REGULAR MEETING OF APRIL 23, 2019
G(a) OLD BUSINESS: BUDGET REVIEW

RECOMMENDATION: None

	MOVED	SECONDED	YES	NO	ABSTAIN	ABSENT
Coughlin						
Hicks						
Nasalroad						
Phillips						
Sandoval						

REGULAR MEETING OF APRIL 23, 2019

H(a) NEW BUSINESS: ART COMMITTEE REPORT WITH RECOMMENDATIONS FOR
RETENTION AND DEACCESSION OF SPECIFIC ITEMS

The Board has adopted a policy for the acceptance and disposition of art works that belong to the library. A committee was formed in accord with that policy to consider whether to retain or dispose of certain of the pieces. The committee report and recommendations are attached.

RECOMMENDATION: None

Art Committee, April 2, 2019
Maureen Coughlin, Nancy Nasalroad, John Nichols, Linda Spink

The Art Committee met on April 2, 2019, reviewed some of the art in the collection, and has some recommendations for the Board for information, discussion, and possible action.

In view of the **Phase Two Facilities Plan**, the Art Committee is especially interested in relocating/ disposing of the artwork in the current bookkeepers office. Some of the artwork currently hanging on display in the main library belongs to the City of Santa Paula, the Chamber of Commerce, or other city groups. We will ask the city to store these before our Phase Two work begins.

Also, considerations must be made for the repair, storage, display and preservation of art that would be considered part of a Permanent Collection, as well as for any funds needed for this.

Here are some recommendations:

The Library will establish a “Permanent Collection”. The rest will be eligible to be sent “to market” or disposed of in appropriate ways.

For the Permanent Collection:(information, discussion, possible action)

- + Some Chris Lemon
- + Botke
- + Shively
- + Yosemite book
- + Other recommendations may be made in the future.

“ Temporary Collection” : To Auction, or sale either directly or by subcontracting (information, discussion, possible action)

- + Lennart Anderson
- + 400 year old temple incense burner from Kyoto, (donated to library according to the newspaper article in binder #2)
- + The Paul Grimm painting

In consideration for the gentleman who has been offering to buy it over a long period of time, the committee may choose to sell it to him at a price he offers, finding it comparable to the going price for similar paintings on eBay and online auction houses.

Or the Committee may choose to open an eBay or other auction, telling him It is available there “Until it sells”.

- + The portrait of a lady by Ansel Adams

To be returned to the family:(information, discussion, possible action)

- + Most of the Chris Lemon paintings

To be returned to other city entities:

+ Artwork on display that belongs to other city organizations. If we need some to display, we can always borrow it back.

To be authorized:(information, discussion, possible action)

- + John will look into a restorer for us for the Yosemite book.
- + Money from artwork sales should be set aside to preserve, store, display and restore artwork. Any excess will be deposited into the General Fund.

REGULAR MEETING OF APRIL 23, 2019
I(a) REPORTS: LITERACY SERVICES



16.April, 2019

Adult Learning Center

Board Report for April, 2019

ADULT LEARNER LEADERSHIP INSTITUTE (ALLI)

APRIL 5-7, 2019

WOW! We had a wonderful group of participants in ALLI this year!



Jorge, Juan, Sabino, Manuel, Hilda and Evangelina powered through the FULL weekend of communication and presentation skills designed to build leaders and advocates. The finale was that each participant had to present a 2-3 minute speech. These are genuine smiles. They all said they really valued the program, which ran from 2pm Friday through 4pm Sunday. One fun thing, for them, was being part of a cohort of 20 from many countries: Italy, Iran, Ukraine, Chile, etc.

We are planning an **ALLI SPEAKBACK, Thursday evening, May 3, 6 - 7:30**, for the graduates to present their speeches again for their tutors and families to hear. You are welcome to join us, if you like. These are future community leaders.



Mommy & Me Literacy

A wonderful volunteer named Roya, daughter of Iranian immigrants, who “grew up in libraries where my parents were learning English” is helping us get a Press Release out about the Family Literacy program, to media sources we don’t usually approach. She and Lenore, our Mommy & Me Literacy grantwriter, shaped up a very sharp description, which I will attach, if you care to read it.

Tutor Training

Last Friday’s Tutor Training brought in 3 more tutors, but we need so many more! I am constantly thinking, “How can we reach more potential tutors?” We average 35 – 40, but we seem to always have a waiting list of 10 – 15. It’s kind of like the waves on the shore—consistently flowing, changing, yet always the same.



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FOR IMMEDIATE RELEASE
April 15, 2019

BLANCHARD COMMUNITY LIBRARY AWARDED \$55,000 IN FAMILY LITERACY GRANTS

Santa Paula, Calif. – A \$45,000 grant from the California Library Literacy Services (CLLS) and a \$10,000 grant from the American Library Association (ALA) will help support a unique family literacy program at Blanchard Community Library (BCL) that aims to help immigrant families better advocate for their children with

- 1) improved English, and
- 2) social skills and confidence necessary to participate fully in an English-speaking world.

Mommy & Me Literacy was launched in 2017 at Blanchard Library with the purpose of improving reading and writing skills for adults with preschool age children. While parents are learning English with other adults, their children are with dedicated preschool professionals whose focus is on developing age-appropriate language and social skills necessary to provide an early education experience.

Children of parents with low literacy skills have a 72% chance of being at the lowest reading levels themselves, according to the national adult literacy organization, ProLiteracy (<https://proliteracy.org/>).

To address this statistic, Mommy & Me Literacy strives to lift the English proficiency of parents through traditional language classes while also carving out time for PACT (Parents and Children Together) activity. Here parents and children spend time together reinforcing the family bond, playing, singing, and building strong reading habits—and exploring the library together. In addition, once a week, an interactive curriculum, Abriendo Puertas/ Opening Doors (<https://apod.org/>) helps parents develop their role as their child’s first teacher and strongest advocate.

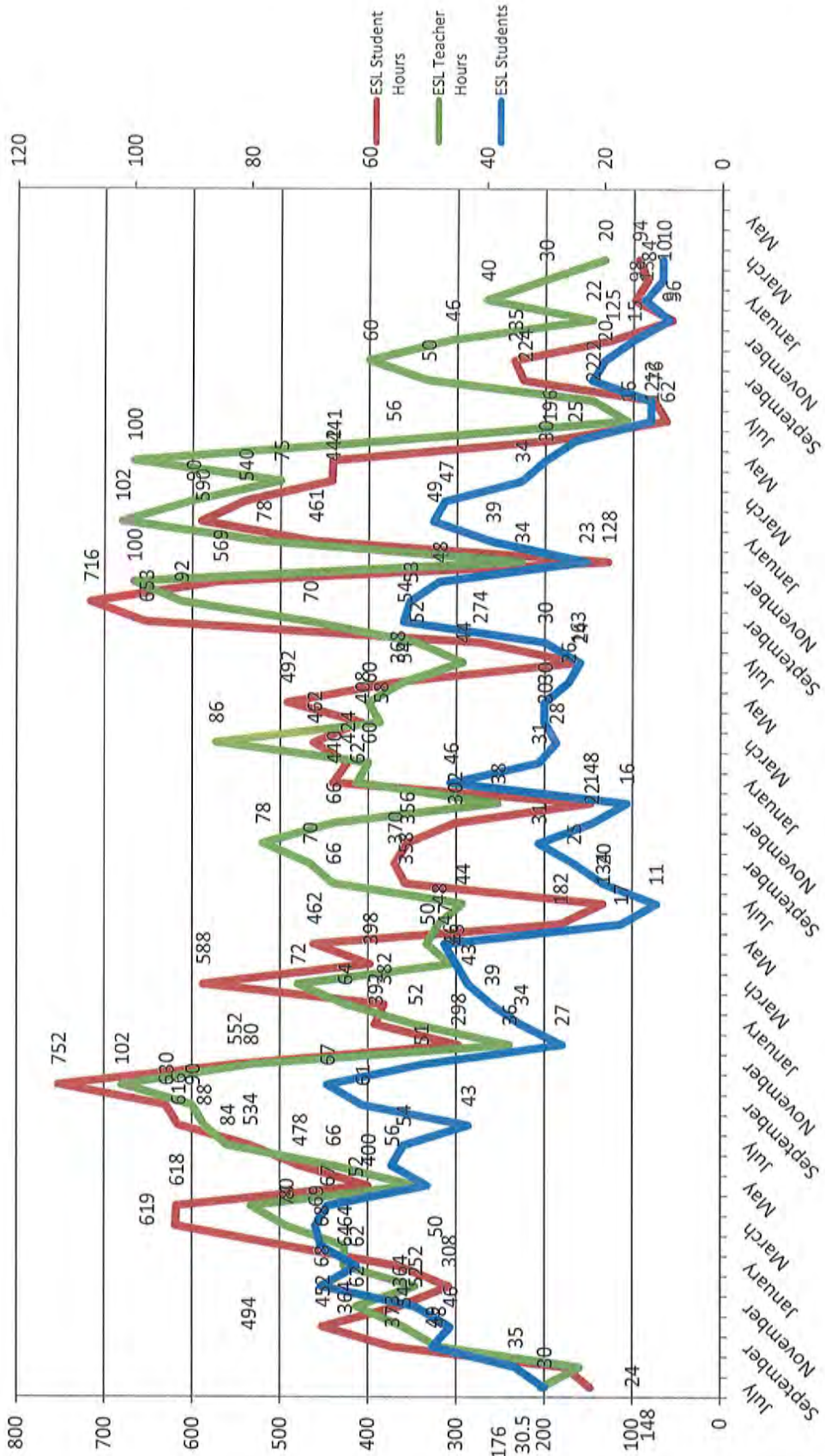
“We are very excited about the support from the American Library Association and California Library Literacy Services,” says Wendy Batstone, director of the Adult Learning Center at BCL. “Blanchard Community Library has long recognized the connection between parents’ educational attainment and their children’s educational outcomes. The goal of Mommy & Me Literacy is to improve children’s futures by giving their parents the literacy and parenting skills they need.”

Mommy & Me Literacy complements a variety of family-related services provided by BCL, including a preschool Story Time, Teen Scene, after-school Homework Help, a vibrant Summer Reading Program for all ages, and regular live family entertainment. BCL has also served adult learners for more than 30 years through its **BEST** (Building English Skills Together) Adult Literacy Program, which offers year-round flexible education with one-on-one tutoring and small group sessions designed to help adults improve their reading and writing skills.

ABOUT

Blanchard Community Library was founded in 1910 and serves more than 80,000 patrons each year. The library is committed to serving the cultural, social and community needs of a diverse population by providing information, books, video, CDs, digital media, and community programming primarily in English and Spanish.

ESL CLASSES



REGULAR MEETING OF APRIL 23, 2019
I(b) REPORTS: PUBLIC SERVICES

March 2019 Adult Programs and Events

The Computer Basics Class continued, with early attendance fluctuating due to late additions and more intermediate users deciding to wait until the class caught up to their level of knowledge. The current run of classes will conclude on April 18 and the intermediate level class will begin on April 22.

Our first VR Expo saw a modest turnout, with a few folks wandering in to try our virtual reality equipment. Those in attendance were quite varied in age, and tried a variety of games and virtual tours of global landmarks.

Our TEDx viewing party was ANIMATION, which featured a variety of short, animated talks. Next month's topic will be ENVIRONMENT in effort to align with Earth Day 2019.

The Third Thursday Movie this month was the Best Picturing winning *Green Book*, a semi-biographical examination of the relationship between classical and jazz pianist Don Shirley and bouncer Frank "Tony Lip" Vallelonga. It was by far our most well attended film screening and our most well attended event of 2019. I would expect a similarly sizable crowd for next month's showing of the Ruth Bader Ginsberg docudrama, *On the Basis of Sex*.

The first Family Game Night started strong, with some of our younger patrons stopping to play *Monopoly* and *Candyland* for the first time. A young family also took me up on the offer to learn *Carcassonne*, the award-winning strategy game named after the fortified town in southern France.

Adult Coloring Club has been postponed during the Art Show and will return in May.

Program Name	Description	Audience	Attendance	Date	Start	End
Computer Classes	Training	Adult	9	4-Mar	6:00 PM	8:00 PM
Computer Classes	Training	Adult	6	7-Mar	6:00 PM	8:00 PM
Computer Classes	Training	Adult	10	11-Mar	6:00 PM	8:00 PM
Computer Classes	Training	Adult	13	14-Mar	6:00 PM	8:00 PM
VR Expo	Miscellaneous	Adult	5	14-Mar	6:00 PM	8:00 PM
Animation	TEDxBlanchardLibrary	Adult	2	18-Mar	6:30 PM	7:30 PM
Computer Classes	Training	Adult	9	18-Mar	6:00 PM	8:00 PM
Green Book	Third Thursday Movie	Adult	23	21-Mar	6:00 PM	8:00 PM
Computer Classes	Training	Adult	13	21-Mar	6:00 PM	8:00 PM
Computer Classes	Training	Adult	6	25-Mar	6:00 PM	8:00 PM
Game Night	Miscellaneous	Adult	10	26-Mar	6:00 PM	8:00 PM
Computer Classes	Training	Adult	8	28-Mar	6:00 PM	8:00 PM
Manhattan Beach	BC Book Club	Adult	5	28-Mar	6:30 PM	7:30 PM

**Youth Services Report
March 2019**

1. Family Programs-

Saturday, March 2	Dr. Seuss Birthday/ Read Across America Celebration Guest readers: Rick Zavadil Bedell School, Laura and Jacky FOL Kathy and Lindsay BCL staff	130
Tuesday, March 5	Rebecca Martin- Celtic Adventures	25
Wednesday, March 20	Family Movie: Trolls	30
Monday, March 25	Cesar Chavez Family Storytime and activity Rev. Lupita Alonso and Kate English from One step a la vez	10

2. Teen Scene-

Thursday, March 14	St. Patrick's Day	12
Thursday, March 28	March Madness	9

3. Ongoing Programs –

a. Story time

Wednesday	(4)	122
Saturday	(2)	158

Total (5) **12**

b. LEGO (7) **111**

c. Barking for Books (2) **9**

4. Outreach

Friday, March 8
Blanchard School Read night
Storytime and handed out library brochures, upcoming event
flyers and bookmarks.

REGULAR MEETING OF APRIL 23, 2019
I(c) REPORTS: VOLUNTEER COORDINATOR



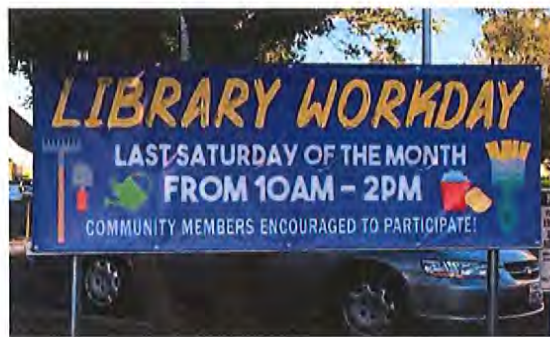
Volunteer Coordinator Board Report April 2019

National Volunteer Appreciation Week April 7-13

We have so many wonderful volunteers at our library, that celebrating their community service during National Volunteer Appreciation Week seemed like the perfect time to say thank you! It was my pleasure to write each of them a personal note of appreciation and present it along with an "m & m poem" and m & m's.



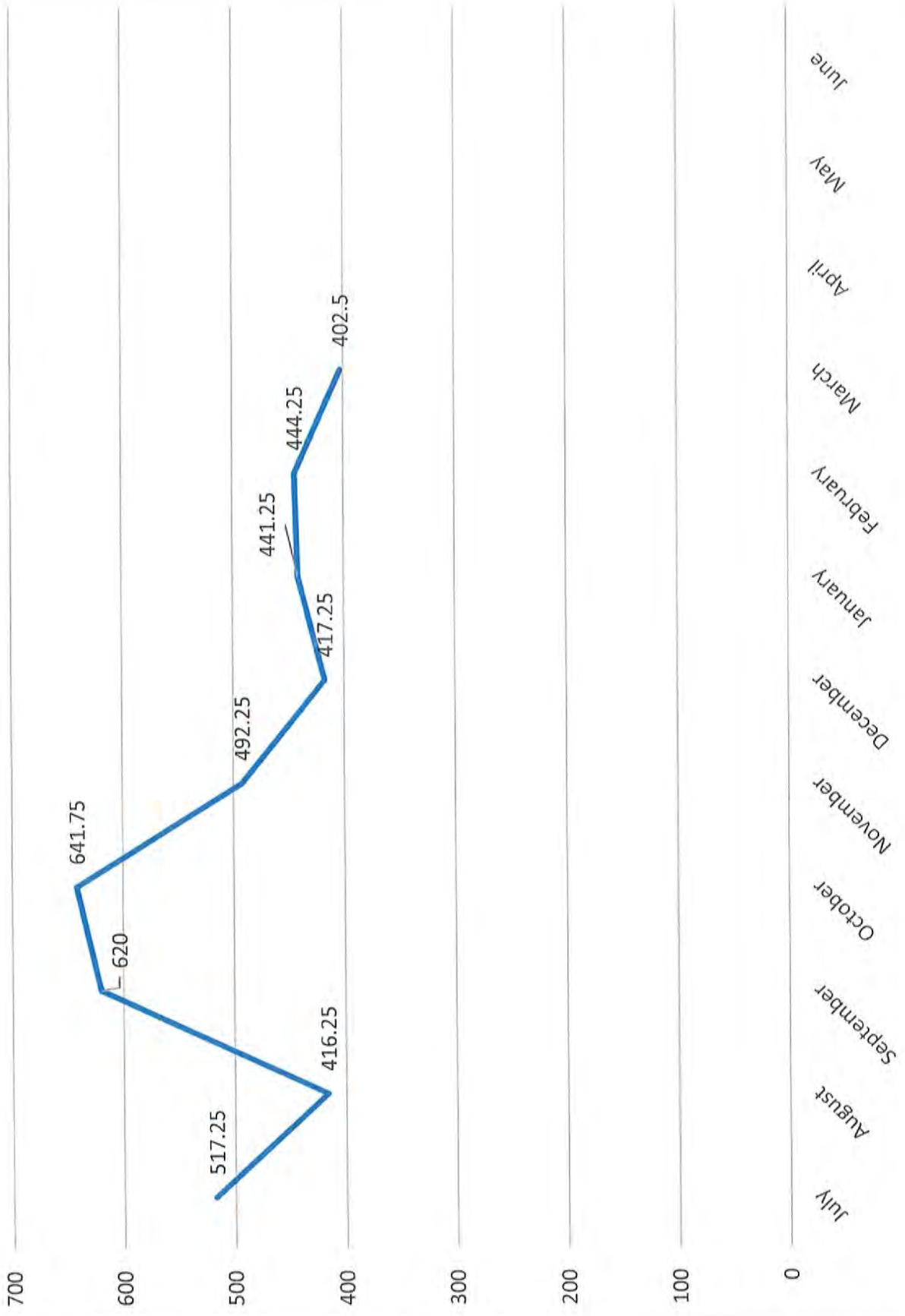
The new workday banner has arrived and will be on display every three months for our seasonal workdays. **Please join us** April 27th from 10-2. Hopefully we will be painting the children's story room, the inside of the children's reading house, cleaning the upholstered chairs and replacing folding chair leg caps on our folding chair collection.



Volunteer Hours 2018 – 2019

Month		BEST	Mending	FoL	Homewk	RFID & Misc. Vol	Tech. Vol	NCL	Summer Reading	Board/ Endow.	Total
July	Hours	134.00	0.00	98.50	0.00	45.50	0.00	0.00	210.25	29.00	517.25
August	Hours	159.00	0.00	191.50	0.00	39.75	0.00	0.00	0.00	26.00	416.25
September	Hours	221.00	37.75	198.00	0.00	126.25	0.00	0.00	0.00	37.00	620.00
October	Hours	237.00	31.75	236.00	29.00	73.50	0.00	0.00	0.00	34.50	641.75
November	Hours	158.00	28.75	161.00	78.75	15.25	4.00	0.00	0.00	46.50	492.25
December	Hours	162.00	0.00	123.00	55.00	19.25	8.00	0.00	0.00	50.00	417.25
January	Hours	177.00	10.50	150.50	46.25	23.50	0.00	0.00	0.00	33.50	441.25
February	Hours	165.00	14.25	120.50	47.25	14.25	17.50	0.00	0.00	65.50	444.25
March	Hours	175.00	9.75	108.75	43.50	15.50	24.50	0.00	0.00	25.50	402.50
Total	Hours	1588.00	132.75	1387.75	299.75	372.75	54.00	0.00	210.25	347.50	4,392.75

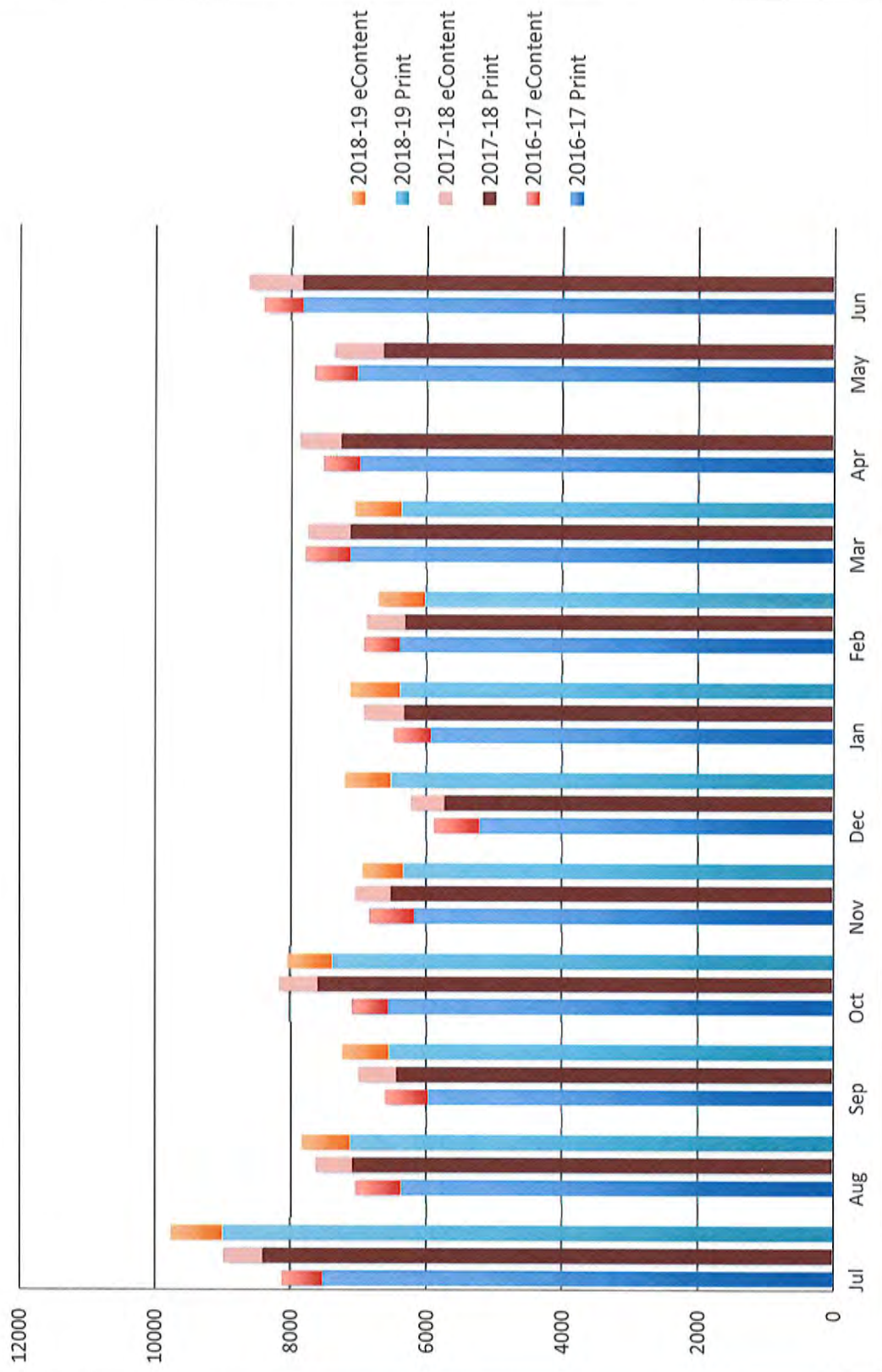
Volunteer Hours



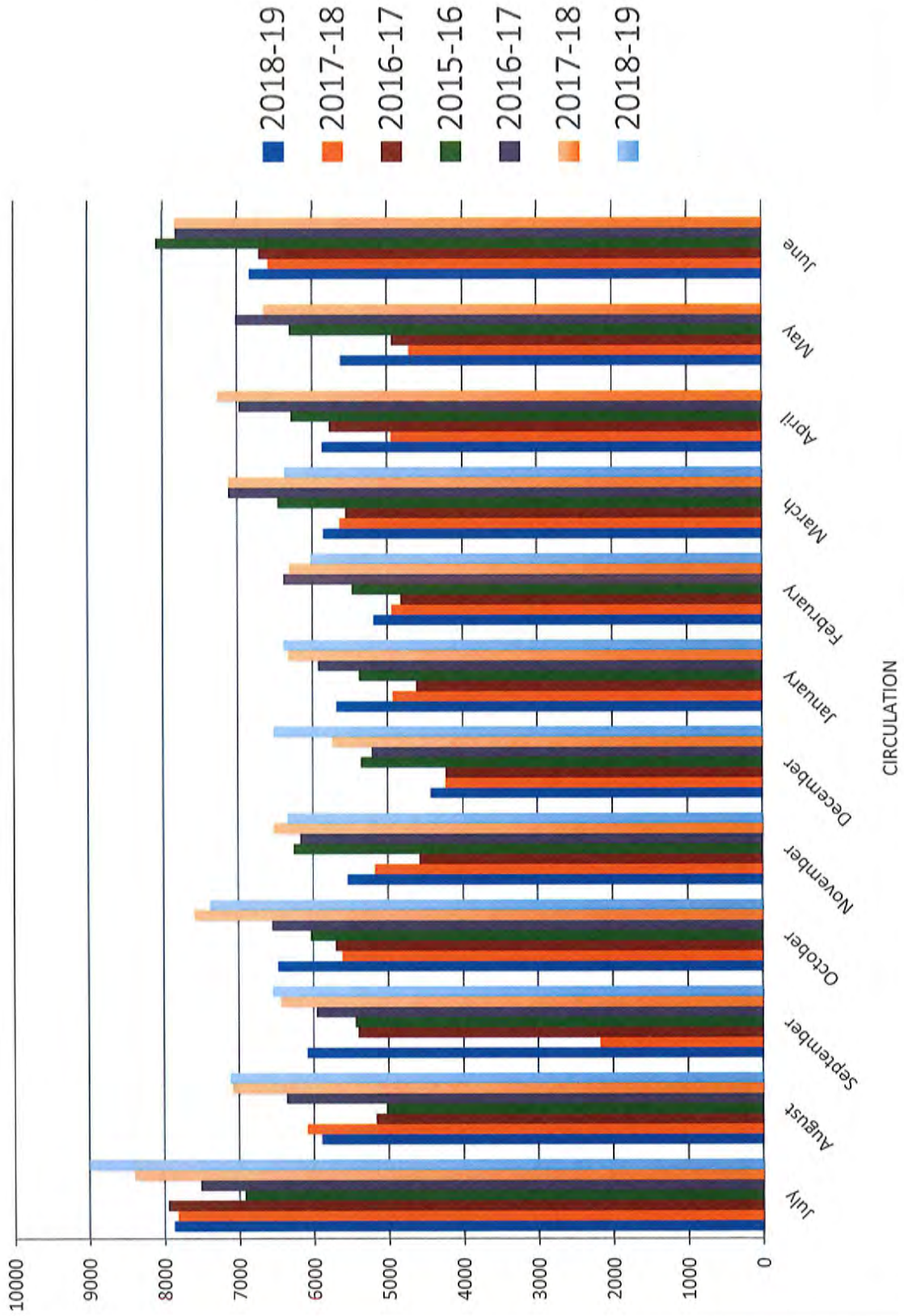
REGULAR MEETING OF APRIL 23, 2019
I(d) REPORTS: DISTRICT DIRECTOR'S REPORT

1. Statistics
2. Surveillance Camera Update
3. Yosemite Book Restoration
4. Bookmobile
5. Chamber of Commerce
 - a. Business Improvement District
 - b. 2020 Census
6. Report on 2019 Goals
 - a. Website Improvements
 - b. Imagine Fundraising Campaign
 - c. Facilities—Commence Phase 2
 - d. Publicity & Outreach—Expand library sphere of influence, usage, & volunteering
 - e. Staff Development

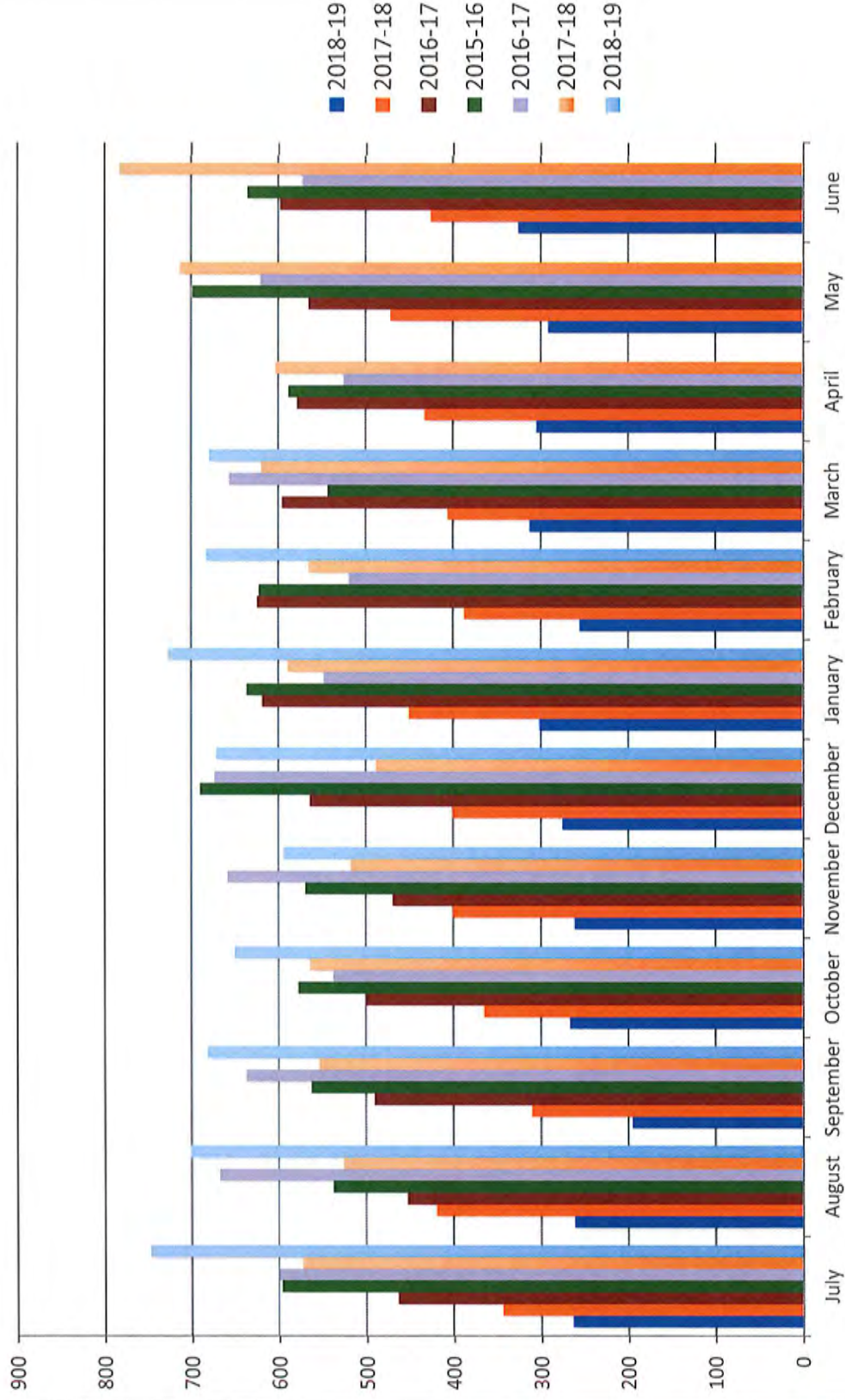
TOTAL CIRCULATION



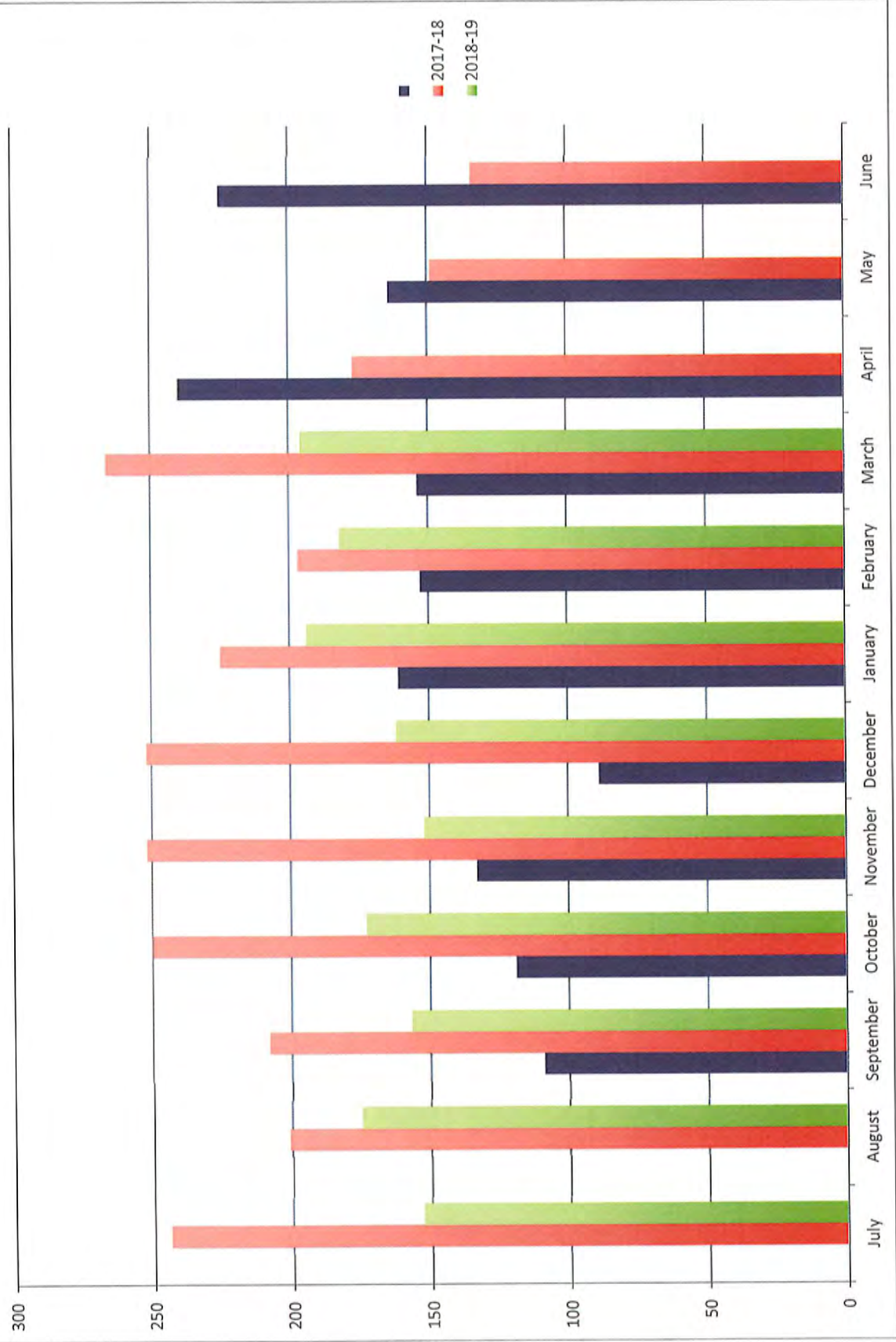
TOTAL PRINT CIRCULATION



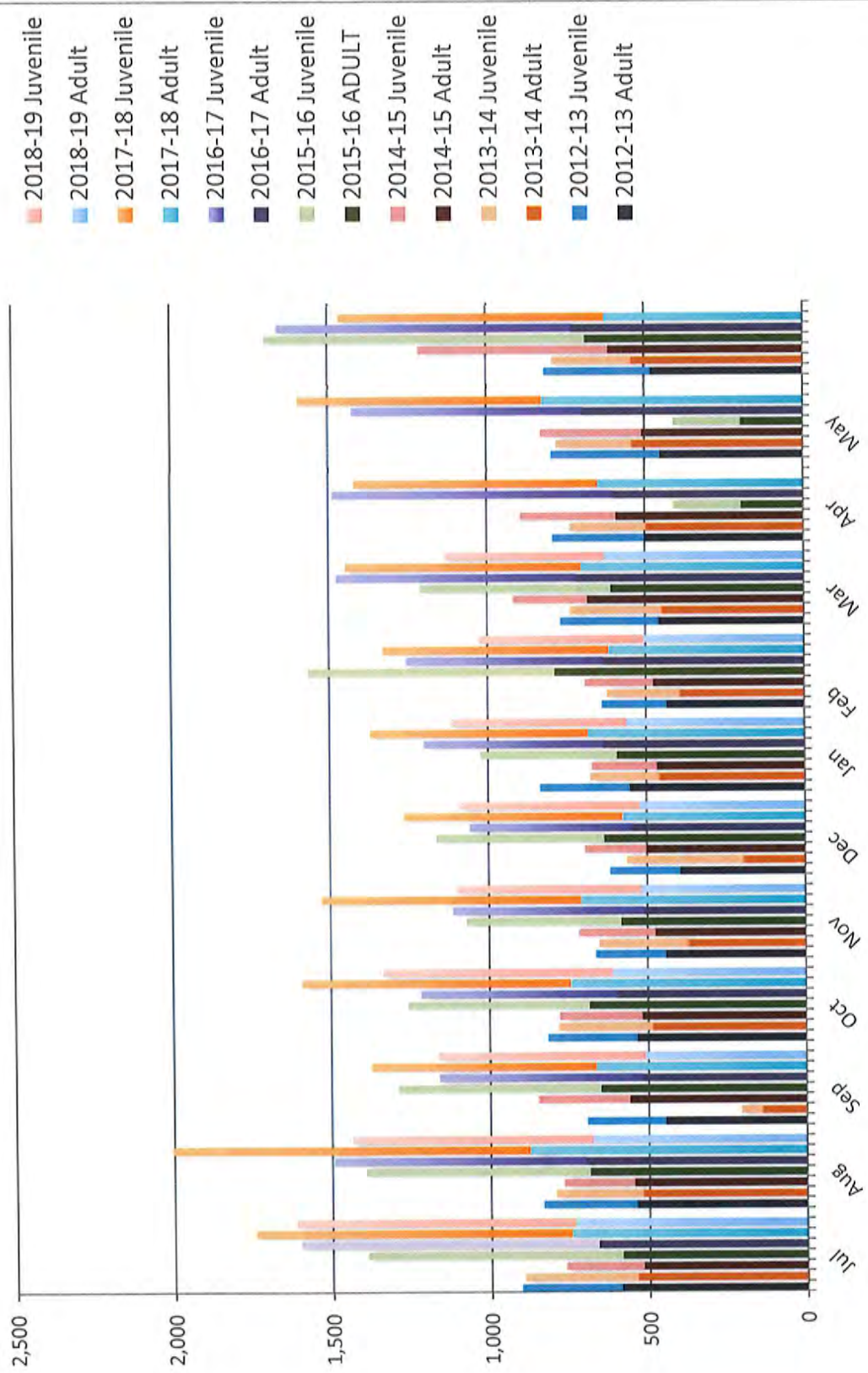
eBOOK CIRCULATION



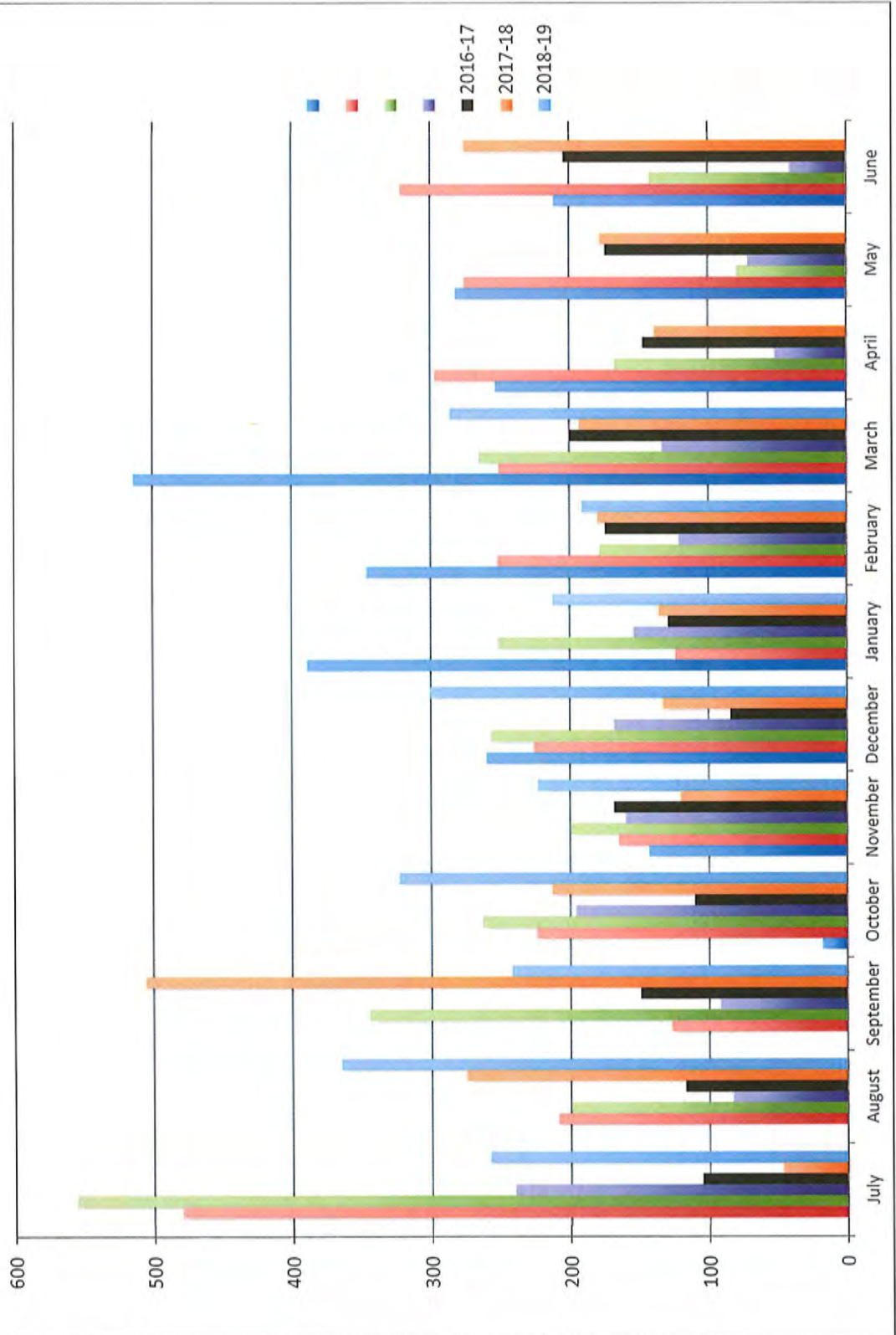
HOOPLA



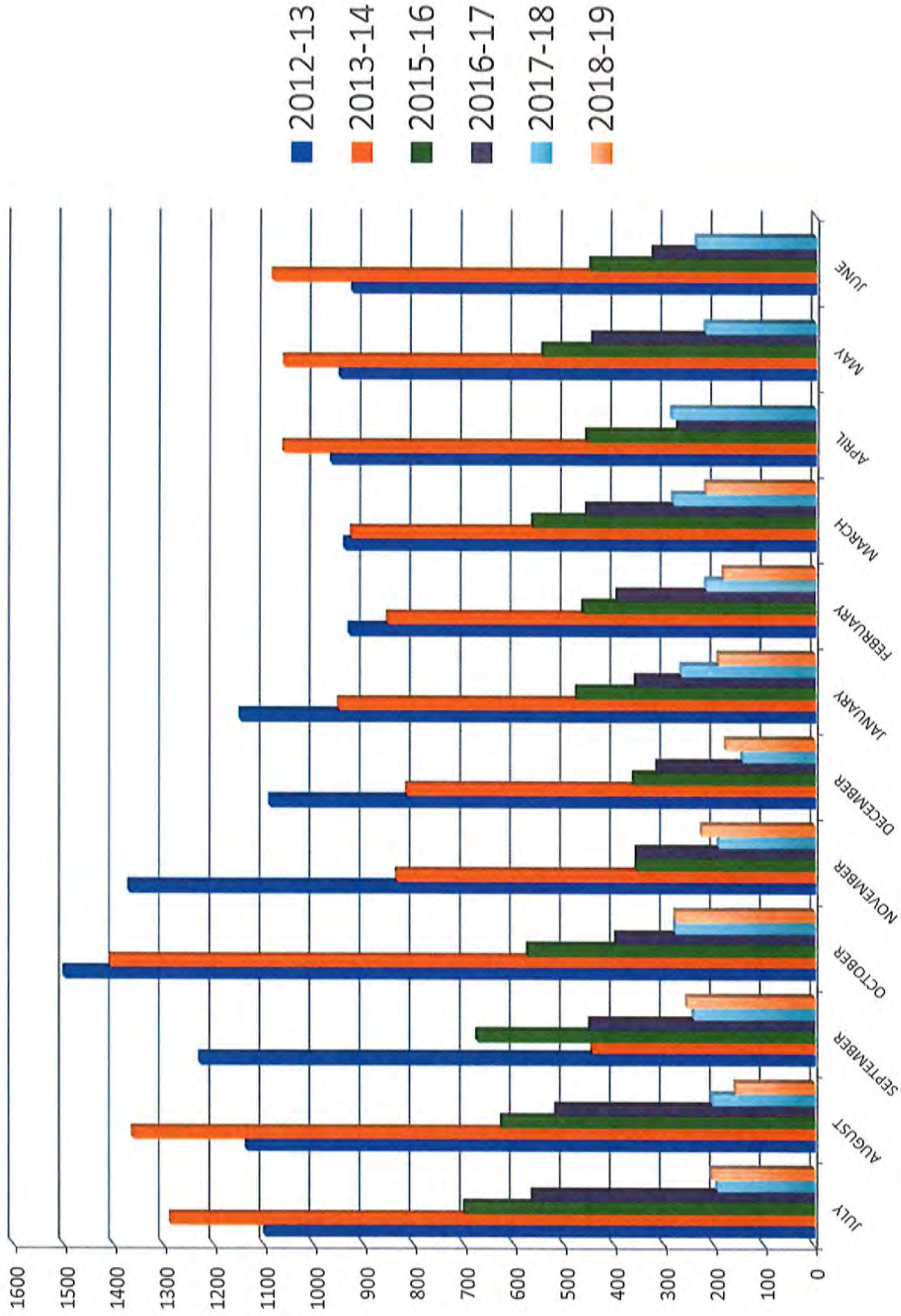
COMPUTER USAGE



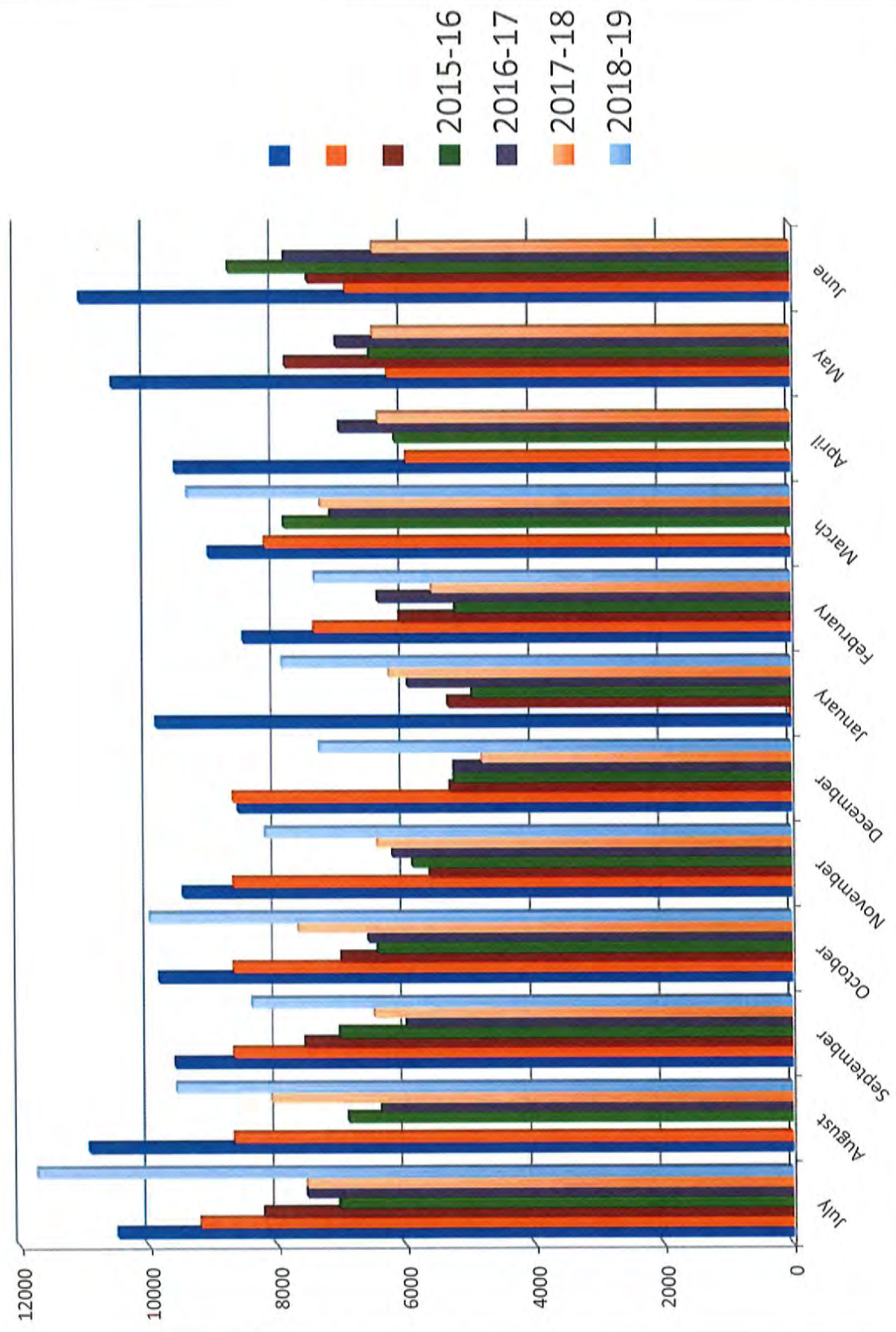
VOLUMES ADDED



REFERENCE INQUIRIES



PATRON COUNT



PATRON REGISTRATIONS

