Library Commission Agenda
Regular Meeting

Monday, February 3, 2020, 6:00 pm
Santa Rosa City Council Chambers
100 Santa Rosa Avenue, Santa Rosa, CA 95404

1. CALL TO ORDER

2. ANNOUNCEMENTS

3. PRESENTATIONS
   3.1 Presentation of the Strategic Plan Process (4 Documents)[Diane Satchwell, Library Solutions, LLC]

4. PUBLIC APPEARANCES
   Members of the public who wish to address the Commission regarding matters not on the agenda should request recognition at this time. See guidelines for public appearances in the General Information section, below.

5. LIBRARY ADVISORY BOARDS, SCPL FOUNDATION and FRIENDS OF THE LIBRARY
   Any official representative of these organizations may have up to ten minutes to present their group’s report and/or position on issues of importance to the Library.

6. LIBRARY REPORTS
   6.1 Director’s Report
   6.2 Management Report
      6.2.1 Monthly Activities (1 Document)
      6.2.2 Monthly Financial Reports (1 Document) (Frost)

7. COMMISSION AND LIAISON REPORTS
   7.1 Commissioner Reports
   7.2 Committee and Liaison Reports
      7.2.1 Director Evaluation
      7.2.2 Finance
      7.2.3 Advocacy
      7.2.4 Foundation Liaison
      7.2.5 Measure Y Oversight Liaison
      7.2.6 Roseland Coalition Liaison
      7.2.7 Ad hoc Standard Operating Procedures (SOP)
      7.2.8 Ad hoc JPA & Commission Bylaws Review
7.2.9 Ad hoc Commissioner Orientation/Training
7.2.10 Ad hoc All Day LAB committee

8. LAB APPOINTMENTS  Commission appoint applicants to fill advisory board vacancies

9. CONSENT CALENDAR
These matters include routine financial and administrative actions that may be approved by a consensus. Any Commission member or member of the public may request that an item be removed from the calendar and have it placed with the action items. The Commission will approve the minutes of the prior meetings in summary format.
9.1 Approve Meeting Minutes: Minutes of the January 6, 2020 Regular Meeting (1 Document)
9.2 Approve the Sonoma County Library Employee Handbook (1 Document) [Silva]
9.3 Approve the Director Authority for the Roseland Project Payments (1 Document) [Tichava]

10. ACTION ITEMS BY MOTION
10.1 Adopt the recommendation to add Shelver positions and increase the FTE location for Library Specialist positions system-wide. [Silva]
10.2 Approve the proposal/contract by Anderson Brule Architects for the Healdsburg refresh (1 Document)[Tichava/Vantrease]
10.3 Approve the Addendum to the PSA for Noll & Tam and Noll & Tam Bid Proposal (1 Document) [Tichava]
10.4 Approve Commission Budget priorities (1 Document) [Neff]

11. ACTION ITEMS BY RESOLUTION
11.1 Resolution to adopt informal procedures to engage construction project management firms (1 Document) [Tichava]

12. DISCUSSION

13. AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS
Commissioners request items to be added to a future meeting’s agenda.

14. DATE AND TIME OF NEXT MEETING
Meeting: Regular Meeting
Date: Monday, March 2, 2020
Time: 6:00 pm
Location: Library Headquarters, 6135 State Farm Drive, Rohnert Park, CA

15. ADJOURNMENT
By acclamation.

GENERAL INFORMATION
AGENDA SUPPORT MATERIALS
Agenda support materials are available in the Library Director’s Office, 6135 State Farm Drive, Rohnert Park, CA
Sonoma County Library Commission
Regular Meeting Agenda 2.3.2020
DISABILITY ACCOMMODATIONS
If you have a disability which requires an accommodation, an alternative format, or requires another person to assist you while attending this meeting, please contact the Library Director’s Office at (707) 545-0831, ext. 1529, as soon as possible to make arrangements for your accommodation. For further information regarding disability accommodations provided by the Library and related matters, see the Library’s website at https://sonomalibrary.org/accessibility.

GUIDELINES FOR PUBLIC APPEARANCES
Members of the public are welcome to address the Commission via a public appearance on an agenda item at the time it is called and prior to its conclusion. Please await the Chair’s invitation for public comment if you wish to appear on an agenda item.

Members of the public wishing to address the Commission on items not on the agenda may do so only during the Public Appearances portion of the meeting agenda. The Commission does not take action on matters raised during Public Appearances, though you may request a response from the Commission to be provided at a later time.

Members of the public may speak at Commission meetings only after receiving recognition by the Chair. Public comments are limited to three minutes apiece, though such limit may be extended at the discretion of the Library Commission.