



**CITY OF MURRIETA  
AGENDA**

**LIBRARY ADVISORY COMMISSION  
CITY HALL – COUNCIL CHAMBERS**

**OCTOBER 18, 2021  
6:00 PM REGULAR MEETING  
1 TOWN SQUARE, MURRIETA, CA 92562**

**CALL TO ORDER** Chair Burchartz

**ROLL CALL** Burchartz, Hicks, LaManna, Thorwarth and Wadlington

**PLEDGE OF ALLEGIANCE** Chair Burchartz

**APPROVAL OF AGENDA** Chair Burchartz

**PUBLIC COMMENTS:** At this time, any person may address the governing bodies on any subject pertaining to City business that does not relate to any item listed on the printed agenda. Normally no action may be considered or taken by the governing bodies on any matter not listed on the agenda. Each speaker will be limited to three minutes on any single item.

**APPROVAL OF MINUTES:**

1. **Recommended Action:** Approve the Minutes of the Regular Meeting of August 16, 2021.

**INFORMATION ITEMS:**

1. Library Services Update by Interim Library Manager, Agnes Rita.

**COMMITTEE MEMBERS REPORTS/COMMENTS**

**ADJOURNMENT:** The next Regular Meeting will be held on Monday, December 20, 2021, at 6:00 p.m. in Council Chambers at City Hall.



The City of Murrieta intends to comply with the Americans with Disabilities Act (ADA). Persons with special needs should contact the City Clerk's Office at (951) 461-6031 or (951) 461-6030 at least 72 hours in advance.

**1 TOWN SQUARE  
MURRIETA, CA  
MINUTES**



**AUGUST 16, 2021  
6:00 PM REGULAR MEETING**

**LIBRARY ADVISORY COMMISSION**

**CALL TO ORDER**

Chair Burchartz called the meeting to order at 6:00 p.m.

**ROLL CALL**

Present:	Commissioner	Alexandra Thorwarth
	Commissioner	Leslie LaManna
	Commissioner	Tory Wadlington
	Vice Chair	Linda Hicks
	Chair	Wesley Burchartz

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance to the Flag of the United States of America was led by Chair Burchartz.

**APPROVAL OF AGENDA**

Action: It was moved by Commissioner Hicks, seconded by Commissioner LaManna, to approve the Agenda for the August 16, 2021 regular meeting of the Library Advisory Commission. The motion passed by the following vote:

Ayes:	Thorwarth, LaManna, Wadlington, Hicks and Burchartz
Noes:	None
Abstain:	None
Absent:	None

**PUBLIC COMMENTS**

Andy Ortiz, the Commission's new Alternate No. 1, introduced himself and gave a brief bio.

**APPROVAL OF MINUTES**

Action: It was moved by Commissioner Hicks, seconded by Commissioner Wadlington, to approve the Minutes of the June 21, 2021 regular meeting of the Library Advisory Commission. The motion passed by the following vote:

Ayes:	Thorwarth, LaManna, Wadlington, Hicks and Burchartz
Noes:	None
Abstain:	None
Absent:	None

## **INFORMATION ITEMS**

### Library Services Update

Interim Library Manager, Agnes Rita, presented the update in which she stated that in the last four months since the Library opened back up to the public, services are slowly going back to normal. She gave many statistics on items checked out, items checked back in and new materials added to the collection. She also noted that the Summer Reading Challenge recently ended with a participation increase of 45% compared to last year's Challenge.

Ms. Rita reported that in lieu of in-person programs, take-home kits were made available to all ages and this endeavor was made possible by the CopyCat Grant that the Library received from the California State Library. In-person programs will resume on September 20 and staff has been busy preparing for storytimes, a book club and a plant exchange, to name a few.

There will be an appreciation event coming up in October for the Friends of the Murrieta Library and Ms. Rita will give more details at the next Commission meeting.

Lastly, Ms. Rita gave an update on upcoming Library closures and also provided a statistical report for the YTD ending July 31, 2021.

## **COMMISSION MEMBER REPORTS/COMMENTS**

Commissioner Hicks spoke about what a wonderful program the Dolly Parton Imagination Library is.

## **ADJOURNMENT**

The meeting adjourned the meeting at 6:19 p.m.

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Gretchen Sedlacek, Commission Secretary



## Library Advisory Commission Agenda Report

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**For:** Library Advisory Commission Chair and Commission Members

**From:** Agnes Rita, Interim Library Manager

**For Information Contact:** Ms. Rita at (951) 461-6130

**Date:** October 18, 2021

**Subject:** Library Services Update

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### **RECOMMENDATION:**

Receive and file the following:

**SUMMARY:** This week the Library is celebrating National Friends of the Library Week and the Friends of the Murrieta Library members will be in the Library during our busiest hours to promote their organization and encourage people to become members. The Library is also hosting a Meet and Greet Your Friends of the Murrieta Library and the Murrieta Library Staff event on Saturday, October 23 from 4 to 5 PM. In addition, from 5 PM to 6:30 PM, the Library will be hosting a Community Showcase at the new Town Square Park Amphitheater located behind the Library. The program will be showcasing youth talent from Murrieta Elementary School's Ballet Folklorico, Warm Springs Middle School's Performing Arts, and more. The program is free and open to the public.

The Library was recently awarded the NASA@ My Library grant, which is a STEM education initiative created to increase and enhance STEAM learning opportunities for the community. The Library was awarded \$1,600 to provide three NASA@ My Library programs related to the James Webb Space Telescope Launch (Fall 2021), the James Webb Space Telescope First Light (Spring 2022), and the Collaborative Summer Library Program - Oceanography theme (Summer 2022).

The Library recently formed a partnership with the Western Science Museum in Hemet, CA to meet the NASA@ My Library goal of partnering with at least one community collaborator that supports STEM education. With that in mind and with the Friends of the Murrieta Library's generous donation, Library patrons can now borrow Western Science Museum passes for free! Each pass is good for one week and can allow up to four people entry into the museum. Also, the Library will be doing an outreach event on Saturday, November 6 from 10:00 AM to 1:00 PM. The event will focus on the upcoming launch of the James Webb Space Telescope and explore the science of space exploration.

Last month, the Library completed and submitted the final report for the CopyCat grant that funded the spring and summer take-home kits. The Copycat grant allowed the Library to continue to serve the community and provided alternative ways to offer library activities that encouraged engagement, creativity, and learning. The Murrieta Public Library offered take-home kits to all ages and abilities (children, teens, adults, seniors, and people with disabilities). The Library successfully partnered up with two vocational services groups for adults and teens with disabilities (People's Care and Care-Rite). Take-home kits were popular in the Library and a total of 4,205 were handed out to the community.

On September 25, Carol Carson, Friends of the Murrieta Library Treasurer and Board Member, passed away. Carol was a Founding Member as well as a Lifetime Member of the Friends and a major benefactor and supporter of the Library, as well as an advocate for literacy and education in the community. The Carson family is planning a memorial service on November 2 at 11:00 AM at the Rancho Community Church in Temecula, CA.

Upcoming Library closures are: November 11 for Veterans Day and November 25 and 26 for Thanksgiving Day.

Library Staffing: There are a few staffing changes to report. Full-time Office Assistant II, April Philips, resigned her position due to a move up to Northern California and her position is currently in line for recruitment. Part-time Page, Julianna Edinger, resigned in September. This vacancy was filled utilizing an eligibility list and at this time, the person replacing Juliana is undergoing a background check. The City is still in the process of recruiting a Library Manager and the recruitment will remain open until filled.

Library Revenue: For the fiscal year beginning July 1, 2021 through June 30, 2022.

- Library Fund (Taxes, Interest Income, Lost Books, Promo Items and Community Room Rental)

Projected Budget:	\$ 2,023,002.00
Received through 9/30/21	\$ 359.98
  
- Library Functional (Fines, Fees, Copies, Donations and Notary Services)

Projected Budget:	\$ 72,265.00
Received through 9/30/21	\$ 13,946.60

Library Statistics: The Statistical Report is attached.

**ATTACHMENTS**

Statistical Report

<b>MURRIETA PUBLIC LIBRARY STATISTICAL REPORT 2021</b>				
	<b>AUGUST</b>	<b>SEPTEMBER</b>	<b>YTD</b>	<b>ENTIRE 2020</b>
			<b>2021</b>	<b>CAL YEAR</b>
<b>MATERIALS CHECKED-OUT</b>	26,154	26,535	158,599	139,415
<b>MATERIALS CHECKED-IN</b>	16,933	14,980	96,431	92,550
<b>Total Circulated:</b>	<b>43,087</b>	<b>41,515</b>	<b>255,030</b>	<b>228,965</b>
<b>LIBRARY CARDS:</b>	264	322	1,851	1,518
<b>DOOR COUNT:</b>	16,765	16,854	49,224	31,704
<b>NEW MATERIALS ADDED:</b>	288	444	3,844	5,831
<b>REFERENCE INTERACTIONS:</b>				
<b>Adults, Teens and Children</b>				
Reference Questions	4,237	3,430	25,461	18,285
Technology Assistance	509	384	2,129	1,779
<b>Total Reference Interactions:</b>	<b>4,746</b>	<b>3,814</b>	<b>27,590</b>	<b>20,064</b>
<b>COMPUTER USE:</b>				
Lab & Adult:				3,455
Teen:				217
Children:				1,047
<b>Total Computer Use:</b>	<b>Unknown</b>	<b>Unknown</b>	<b>Unknown</b>	<b>4,719</b>
<b>PROGRAMS:</b>				
<b>Adult</b> # of programs:	2	4	35	39
Attendance:	242	472	2,543	769
<b>Teen</b> # of programs:	1	1	12	11
Attendance:	32	52	534	344
<b>Grades K-5</b> # of programs:	0	3	12	24
Attendance:	0	91	1,466	1,661
<b>PreSchool</b> # of programs:	0	6	36	105
Attendance:	0	521	8,230	44,977
<b>Total # of Programs:</b>	<b>3</b>	<b>14</b>	<b>95</b>	<b>177</b>
<b>Total Attendance:</b>	<b>274</b>	<b>1,136</b>	<b>12,773</b>	<b>47,451</b>

**MURRIETA PUBLIC LIBRARY STATISTICAL REPORT 2021**

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	<b>AUGUST</b>	<b>SEPTEMBER</b>	<b>YTD</b>	<b>ENTIRE 2020</b>
			<b>2021</b>	<b>CAL YEAR</b>
<b>LIBRARY TOURS:</b>				
<b>Adult</b> # of tours:	0	0	0	3
Attendance:	0	0	0	35
<b>Teen</b> # of tours:	0	0	0	0
Attendance:	0	0	0	0
<b>Children's</b> # of tours:	0	0	0	3
Attendance:	0	0	0	97
<b>Total # of Tours:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>
<b>Total Attendance:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>132</b>
<b>SCHOOL VISITS:</b>				
# of High School visits:	0	0	0	0
# of Middle School visits:	0	0	0	0
# of Elementary visits:	0	0	0	0
<b>Total # of School Visits:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER OFFSITE VISITS:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>COMMUNITY ROOM USE:</b>				
# of City Agency uses:	3	1	9	7
# of Library uses:	2	10	21	83
# of Resident/Non-resident uses:	0	1	3	3
<b>Total # of uses:</b>	<b>5</b>	<b>12</b>	<b>33</b>	<b>92</b>
<b>NOTARY SERVICES:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11</b>
<b>VOLUNTEERS HOURS:</b>	<b>34</b>	<b>60</b>	<b>625</b>	<b>574</b>