



City of El Paso de Robles

"The Pass of the Oaks"

Paso Robles City Library

AGENDA OF THE LIBRARY BOARD OF TRUSTEES

Date: June 14, 2018 at 9:00 a.m.

***Board Members: President Tina Lau
Maria Garcia, Mike Miller, Meta Nisbet, Deborah Sharp,***

Location: Library Conference Room, 1000 Spring Street, Paso Robles

CALL MEETING TO ORDER (President Lau)

ROLL CALL

PUBLIC COMMENTS

CONSENT AGENDA (President Lau)

- A) Approve minutes from the May 10, 2018 meeting.
- B) Receive and file City Council meeting highlights.

BUSINESS ITEMS

1. **Advocacy Activities/Opportunities** (President Lau)
-Reports and comments on past and future advocacy activities and opportunities.
2. **Municipal Code Options** (City Manager Tom Frutchey)
-Discussion regarding the City Municipal Code.
3. **Youth Library Card** (Fortin)
-Review and vote on recommendations.
4. **Review July 2018 Art**
-Art for July 2018 will be reviewed. Wall art will have the work of Bruce Cook.

COMMUNICATIONS/REPORTS (Martin/Gregory/Dahlen/Fortin)

TRUSTEE COMMENTS

Continued

ADJOURN

-To the next regularly scheduled meeting of the Library Board of Trustees on Thursday, July 12, 2018, 9:00 a.m. in the Library Conference Room, 1000 Spring St. Conference

Any writing or document pertaining to an open session item on this agenda which is distributed to a majority of the City Council after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the City Clerk's Office, 1000 Spring Street, Paso Robles, CA, during normal business hours, and may be posted on the City's web site at <http://www.prcity.com/government/citycouncil/agendas.asp>.

All persons desiring to speak on an agenda item are asked to fill out *Speaker Information Cards* and place them at the Staff Table prior to public discussion of that item. Each individual speaker will be limited to a presentation total of three (3) minutes per item.

AMERICANS WITH DISABILITIES ACT Any individual, who because of a disability needs special assistance to attend or participate in this meeting, may request assistance by contacting the City Clerk's Office (805) 237-3960. Whenever possible, requests should be made four (4) working days in advance of the meeting.



Board of Trustees Report

From: Angelica Fortin
Subject: Access to Library Materials: Library Card Access for Minors
Date: June 14, 2018

Facts:

1. Per Municipal Code 2.12.040 (d), the Paso Robles Library Board of Trustees may “determine and set, with the assistance of the librarian, library rules, regulations and policies not otherwise within the purview of city council.”
2. In July 2018, a member of the Library Board of Trustees questioned a long-standing City Library policy stipulating, "Children under 18 years of age applying for a library card must be accompanied by a parent or legal guardian." The Board requested more information regarding practices at other libraries.
3. The City Librarian responded to the board’s concern with the following information:
 - a. In the course of one month, only two teens at the Paso Robles City Library were unable to get a library card because a parent or legal guardian was not present to sign on their behalf.
 - b. Library card acquisition policies and procedures vary widely from city to city throughout the U.S., relevant to the unique characteristics of the communities served.
 - c. In the Black Gold Library Cooperative System, the Santa Barbara County Library offers a Teen Library Card program and the San Luis Obispo County Library has just established a similar program. Neither requires parental consent for teen library cards.
 - d. Some California public libraries have developed partnerships with schools to assist in registering students for library cards as a part of the Student Success Initiative.
 - e. The City Risk Manager could identify no potential liability for the City relevant to a parent signature for a library card. There is concern that students may check out materials that a parent would consider inappropriate, but we know of no legal claims regarding such an issue.
 - f. The City Attorney did not identify any legal issues in updating the City Library Internet Use Policy to allow youth over the age of 13 to access the Internet without signed parental consent, a necessary adjunct since possession of a library card enables the holder to access the Internet in the Library.
4. In May 2018, members of the Library Board of Trustees requested that the City Librarian conduct further research regarding Teen Library Card and school-issued public library card programs and provide her recommendations at the June 2018 meeting.

Options

1. Make no change to the current Paso Robles City Library Card Acquisition Policy.
2. Participate in the Student Success Initiative, focusing on registering local high school students for Paso Robles City Library cards.
3. Implement a restricted Teen Library Card Program that does not require parental/guardian consent.
4. Request that staff pursue a different approach.

Analysis and Conclusions

Library staff and the Library Board of Trustees have received no complaints regarding the current policy requiring that a parent or legal guardian be present for a minor to register for a library card. Data gathered at the Paso Robles City Library over a one-month period indicated that a statistically insignificant number of teens were denied a library card due to the absence of a parent or guardian.

The Library Strategic Plan calls for creating a more welcoming environment for teens in the library; providing fewer obstacles to obtaining a library card may be one strategy for achieving this goal.

Teen Library Card programs that limit the risk of loss of items by setting limitations on check outs yet allow a teen some access without parental permission provides a balanced approach. Full-access cards would be provided once a parent or legal guardian is able to come into the Library and accept responsibility for lost items.

The District Librarian for the Paso Robles Joint Unified School District has expressed interest in developing a Student Success Initiative partnership with the Paso Robles City Library. Student records can be imported into City Library circulation software either to issue a separate library card or to attach a library record to the school-issued student ID. Parents/guardians can opt out of the program.

Fiscal Impact

Unknown. Establishing a new patron type will allow us to collect fine and fee data moving forward.

Recommendation

1. Develop a Teen Library Card Program to be implemented within a 6-month period.
2. Initiate a partnership with the Paso Robles Joint Unified School District in order to participate in the Student Success Initiative, focusing on enrollment of local high school students.
3. Update the Library Internet Use Policy & Safety Policy to allow youth over the age of 13 to access the Internet without signed parental consent, to be implemented in conjunction with recommendations above.