



## Mendocino County Library Advisory Board

### **NOTICE OF MEETING**

NOTICE IS HEREBY GIVEN that the Mendocino County Library Advisory Board (“LAB”) will hold its regular Board Meeting at:

**1:00 p.m. – Wednesday, November 13, 2024**

#### **MEETING LOCATIONS:**

In-Person at: Ukiah Branch Library, 105 N Main St, Ukiah, CA 95482

Online at:

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### Microsoft Teams meeting

**Join on your computer, mobile app or room device**

Meeting ID: 228 272 467 946

Passcode: vE5RoE

**[Join the meeting](#)**

Join a meeting in Microsoft Teams - Microsoft Support

Learn how to join a Microsoft Teams meeting by link, calendar, channel, chat, or by calling in.

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Agendas and attachments available at <https://www.mendolib.org/about/library-advisory-board/lab-agendas-and-minutes>

### **AGENDA**

1. Call to Order
2. Approval of the Agenda
3. Approval of the Minutes from the September 11, 2024, meeting
4. Public Expression

Note: The Library Advisory Board welcomes public and government participation at its meeting. Items can be added to the official agenda up to 72 hours in advance of the meeting date and time. For items not on the agenda, comments within the jurisdiction of the Board shall be limited to three minutes per person so that everyone may be heard. No more than ten minutes will be devoted to any non-agenda subject. No official action on non-agenda items will be taken by the LAB at the meeting where presented. Individuals wishing to address the Board under Public Expression are welcome to do so throughout the meeting at the appropriate points on the approved Agenda.

5. County Librarian’s report

- a. Library FY 23-24 Draft
6. Administrative Services Manager's updates
  - a. YTD Report
  - b. A-87 from last year
  - c. Capital improvement updates – architectural firms, Ukiah entryway project, Bookmobile
7. Outreach, Bookmobile report: Nayo Sicard
8. Unfinished Business:
  - a. LAB member bios, optional photo, few lines about why on LAB
  - b. Updates on Friends of the Libraries Outreach
  - c. District Updates
  - d. Willits Roof Updates
  - e. Fort Bragg Building Updates
9. New Business
  - a. LAB Annual Report
  - b. Breakdown for the A87 Cost/Charges
  - c. LAB Plan of Action – processes for expired LAB memberships (Michael, Olga just renewed) or soon to be expiring memberships (Roseanne, Michele, Carole)
  - d. Meeting Dates for 2025: To finalize on at January Meeting
  - e. Discuss Roles and Responsibilities for LAB members for 2025: To vote on at January Meeting
10. Next Year's Meetings - January 8, 2025, Laytonville branch (& Willits featured)
11. Announcements and Comments, Adjournments

Attachments:

- Minutes September 11, 2024
- Library Annual Report DRAFT FY 23-24 online:  
<https://indd.adobe.com/view/dfa30510-e87a-46f6-b66e-199801db6448>
- YTD Report

- LB A-87 Charges
- FY 23-24 Cost Plan