



**City of St. Helena
Library Board of Trustees
Regular Meeting
St. Helena Library, 1492 Library Lane, St.
Helena CA 94574
Monday, April 14, 2025 @ 5:00 PM**

PLEASE NOTE: Any person who wishes to speak regarding an item on the agenda or make a comment under the "Oral Communication" portion of the agenda may do so, but please observe the time limit of four minutes.

Page

1. CALL TO ORDER

2. ROLL CALL

Chair: Deborah Claymon Boesch

Vice Chair: Gillian Casey

Trustees: Jonathan Furuta, Dana Johnson, Juana Navarro, Jack Stuart

Youth Advisory Member: Jacob Zuniga

Staff Liaison: Mara Strickler, Deputy Director of Community Services - Library

City staff present at the meeting will be noted in the minutes.

3. PUBLIC FORUM

An opportunity for the public to directly address the Committee on items of interest to the public that are not listed on the agenda. Any person addressing the Committee should provide his or her name and address, and limit comments to four minutes. Because of restrictions imposed by the Brown Act, the Committee may not engage in substantive discussion, nor take action on matters not described on the agenda.

3.1.

3 - 4

CEQA Determination: Not a CEQA project

Prepared By: Mara Strickler, Deputy Director of Community Services - Library

[FFSHPL Report to SHPLBOT_2025_04_Meeting](#)

4. UPDATES FROM STAFF:

Reports by staff and/or committee on items of general interest. Brief questions for clarification may be posed and answered, and Committee may request that items be placed on a future agenda. Except under certain circumstances, **the Brown Act prohibits any other discussion or action by the Library Board of Trustees.**

4.1.

5 - 14

CEQA Determination: Not a CEQA project

Prepared By: Mara Strickler, Deputy Director of Community Services - Library

[04 California Public Libraries Survey Fiscal 2025 answers](#)

[CCBoardReport_2025-March](#)

[2025.04 Print English](#)

[2025.04 Print Spanish](#)

[Monthly Expense Report Library 04042025](#)

5. CONSENT ITEMS:

Members of the Board or the public may ask that any items be considered individually for purposes of considering alternative action, for extended discussion, or for public comment. Unless this is done, one motion may be used to adopt all recommended actions. (Roll Call Vote)

5.1. Library Board of Trustees Meeting Minutes of 3/12/25

15 - 16

CEQA Determination: Not a CEQA project

Prepared By: Mara Strickler, Deputy Director of Community Services - Library

[25.03.12 Library Board Draft Minutes](#)

6. SCHEDULED MATTERS:

6.1. Review of RLS Bench Proposal

17 - 26

CEQA Determination: Not a CEQA project

Prepared By: Dave Jahns, Director of Community Services

[RLS Public Art Project.02.05.2025](#)

[Library Entrance - Aerial View](#)

6.2. Review of Potential Revenue Options Considered by City Council

[Regular City Council - 4/8/25](#)

CEQA Determination: Not a CEQA project

Prepared By: Dave Jahns, Director of Community Services

6.3. Review of Workplan and Subcommittee Assignments_Final

27

CEQA Determination: Not a CEQA project

Prepared By: Mara Strickler, Deputy Director of Community Services - Library

[Workplan_Sucommittee Assignments_Final](#)

7. ADJOURNMENT

The next regular meeting is scheduled for May 14, 2025 at 5:00 PM, St. Helena Public Library.

This agenda was posted at City Hall, 1088 College Avenue, and at the St. Helena Public Library, 1492 Library Lane, St. Helena on April 8 2025.

Mara Strickler, Deputy Director of Community Services - Library

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact City Hall at (707) 967-2792. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR35.102-35.104 ADA Title II). However, City staff will attempt to assist at any time with accessibility.

FRIENDS&FOUNDATION ST. HELENA PUBLIC LIBRARY

Report on behalf of the Board of Directors of Friends & Foundation, St. Helena Public Library

St. Helena Public Library Board of Trustees Board: Wednesday, April 09, 2025

Friends & Foundation Purpose and Practice

Friends & Foundation, St. Helena Public Library (FFSHPL) makes grants to enhance the Library's capacity beyond basic services paid for by municipal allocations. The Foundation's aim is to enhance the lives of all who use Library, now and in the future. We take cues from Library leadership to understand needs. Much of our funding is restricted in how it can be used. We review and refine our own operations for professionalism and efficiency. Donations are gratefully received. (www.shplfoundation.org)

Board of Directors

Officers: Lisa Camp, President; Patricia Cogan, Vice President; Paige Pohlers Meek, Treasurer.
Directors at-large: Nathan Anulo; Kate Clavijo; Jason Daniels; Laura Levy Shatkin; Zia Wesley.

Select Current Activities

- FY26 and FY27 Budgeting FFSHPL Board of Directors will vote in May on a budget for the next two years. We recently began budgeting in 2-year cycles to be in synch with the City. We confirm commitment to a \$140,000 Annual Support Grant, and to two Opportunity Grants of up to \$5,000 within a same FY, for **both** FY26 and FY27.
- Fresh Printing of SHPL Offerings Brochures With the approval of Mara Strickler, FFSHPL paid to print up a fresh version of the Library's tri-fold brochure that describes many of the Library's offerings. This will be available at FFSHPL events and programs as well as in the Library! Come get one and share them with friends. We want everyone to know about—and to use—the many-faceted collections and services available. DMG will bring samples to the SHPL BoT meeting.
- Free for All: The Public Library is an inspiring documentary from an Oscar-nominated team. It will be screened in its local premiere at the Cameo Cinema in St. Helena on **Monday, April 21, with doors opening at 4:30 PM**. Filmmakers Dawn Logsdon and Lucie Faulknor, accompanied by Deborah Doyle, president of national United for Libraries, will be with us for spirited and informative dialogue following the film.
 - Reserved seats are going fast and are FREE.
 - Buy raffle tickets onsite at the event for remarkable donated lots from local businesses and individuals; donations to offset cost of production are welcome.
 - We thank Merrill Lynch, the Cameo, and Serendipity Films for effectively lowering our costs.
 - Follow these links or go to the URL cited below, to get tickets and learn more. Don't miss the trailer!

FRIENDS&FOUNDATION ST. HELENA PUBLIC LIBRARY

URL for FFSHPL website for robust info on the event plus links to ticketing, donations, and link to movie trailer:

<https://www.shplfoundation.org/free-for-all-st-helena>

URL and QR code for Eventbrite for ticketing and donations, and link to movie trailer:

<https://Free-for-All-St-Helena.eventbrite.com>

or



- Save the Date: Thursday, June 12, 5:30-7:30 PM. As a fundraiser to benefit the Library, FFSHPL presents Greens executive chef Katie Reicher who will discuss her new cookbook, *Seasons of Greens*. Moderator and local culinary legend Cindy Pawlcyn will join in. Bella Union winery is a generous and luxurious location for this intimate event. Only 40 tickets will be available. Sales and promotion will begin in late April. Write to Friends@shplfoundation.org to express interest in advance. Thanks in advance to Bella Union, Wild Plum, Cindy and Katie.

- Reminder: we have established a three-tiered grant-making practice.

Annual Support Grants: The Foundation's Annual Support grants came close to equaling 15% of the Library's spending in recent years. FFSHPL is planning to contribute \$140,000 in Annual Support per year in FY26 and FY27. To be sustainable over the very long term, the Foundation does not intend to ramp up this type of grant.

Opportunity Grants: Up to two same-fiscal-year grants (max. \$5,000) for one-time qualifying expenses.

Major Grants: Foundation leaders will welcome *Library-led* dialogue about potential grants of significance for qualifying projects. Major grants would not be intended for operations, nor for short-term. The Foundation likely would invite exceptional community support for such projects, following in the tradition of over a century of neighborly underwriting of the Library's major projects.

All grants would be solely for Library purposes, would be shared with the Library through restricted City Fund 380; there might be more narrow restrictions on certain types of grants.

Do you have questions or comments for the Foundation? I'd love to hear from you.

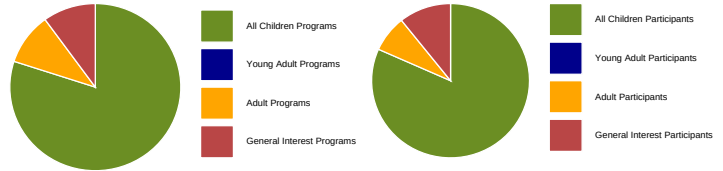
Yo hablo un poco de español.

Deanna M. Griffin, Executive Director, Friends & Foundation, St. Helena Public Library
(deanna.griffin@shplfoundation.org; 707 804 9675)

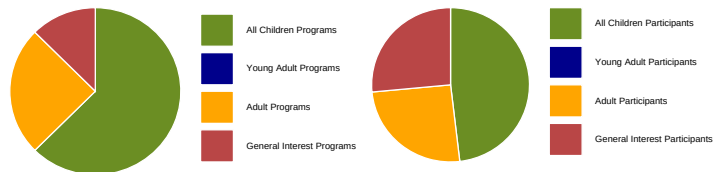
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Category	FieldName	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
2	Library Staff	Total number of volunteers													14
3	Library Staff	Total hours volunteered in the reporting year	76	63	73	68	36	62	71	69	70.25				588.25
4	Library Services	Library Visits	5956	5840	5069	6073	4783	4631	5124	5464	6367				49307
5	Library Services	Reference Transactions					434	457	536	501	399				2327
6	Library Services	Total Circulation of all physical items	10754	9747	8696	9328	8343	7871	7734	7324	8318				78115
7	Library Services	Circulation of Children's Materials	5734	5152	4473	4608	4188	3668	3662	3288	4018				38791
8	Library Services	Circulation of Non English Materials	144	66	63	71	62	59	67	114	147				793
9	Library Services	Circulation of internet-enabled devices	4	7	7	2	4	2	1	2	1				30
10	Library Services	Circulation of hotspots	0	1	1	7	3	4	2	3	1				22
11	Library Services	Circulation of all other Physical Items	19	18	21	15	10	12	12	9	19				135
12	Library Services	ILL Loans to others	1033	1041	963	888	811	716	763	881	908				8004
13	Library Services	ILL Loans received from others	1770	2048	2141	2221	2173	2142	2445	2308	2412				19660
14	Library Services	eBook Circulation	907	864	823	862	818	903	872	812	929				7790
15	Library Services	eSerial Circulation	320	313	399	396	428	459	439	423	400				3577
16	Library Services	eAudio Circulation	1552	1429	1344	1402	1400	1452	1558	1483	1517				13137
17	Library Services	eVideo Circulation	714	668	511	639	673	662	757	722	725				6071
18	Library Services	Total eMaterial Circulation	3493	3274	3077	3299	3319	3476	3626	3440	3571				30575
19	Library Services	Total Circulation of Materials	14247	13021	11773	12627	11662	11347	11360	10764	11889				108690
20	Library Services	Annual Uses of Public Internet Computers	540	564	508	611	496	402	447	442	614				4624
21	Library Services	Virtual Visits to the library website	6913	6920	6720	6944	6720	6944	6944	6272	6004				60381
22	Library Services	Wireless Sessions Per Year							926	1258	1278				3609

St Helena Public Library July, 2024 - March, 2025

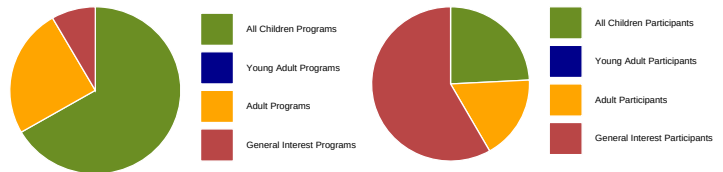
July					
Overview					
All Children Programs	8	80%	All Children Participants	321	81.68%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	1	10%	Adult Participants	30	7.63%
General Interest Programs	1	10%	General Interest Participants	42	10.69%
Total Programs	10		Total Participants	393	



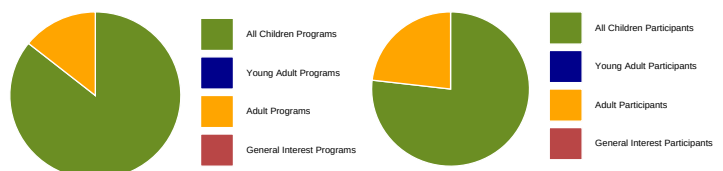
August					
Overview					
All Children Programs	5	62.5%	All Children Participants	129	48.13%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	2	25%	Adult Participants	68	25.37%
General Interest Programs	1	12.5%	General Interest Participants	71	26.49%
Total Programs	8		Total Participants	268	



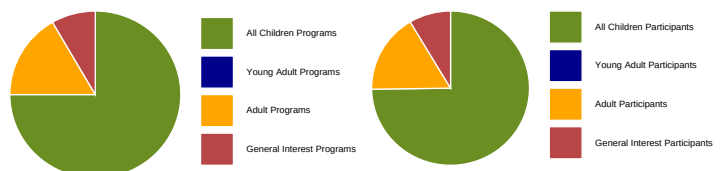
September					
Overview					
All Children Programs	8	66.67%	All Children Participants	135	24.19%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	3	25%	Adult Participants	98	17.56%
General Interest Programs	1	8.33%	General Interest Participants	325	58.24%
Total Programs	12		Total Participants	558	



October					
Overview					
All Children Programs	12	85.71%	All Children Participants	209	76.84%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	2	14.29%	Adult Participants	63	23.16%
General Interest Programs	0	0%	General Interest Participants	0	0%
Total Programs	14		Total Participants	272	

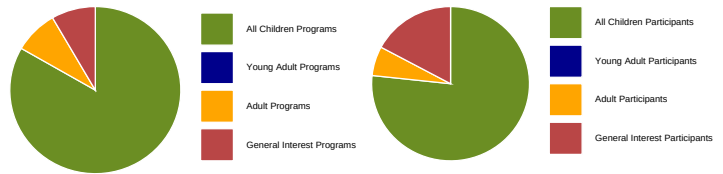


November					
Overview					
All Children Programs	9	75%	All Children Participants	175	74.79%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	2	16.67%	Adult Participants	39	16.67%
General Interest Programs	1	8.33%	General Interest Participants	20	8.55%
Total Programs	12		Total Participants	234	

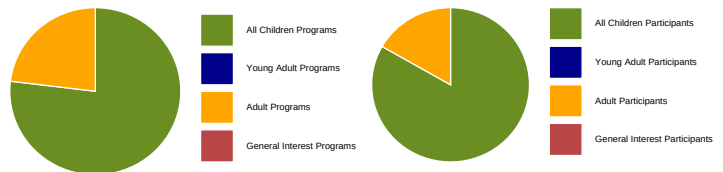


St Helena Public Library July, 2024 - March, 2025

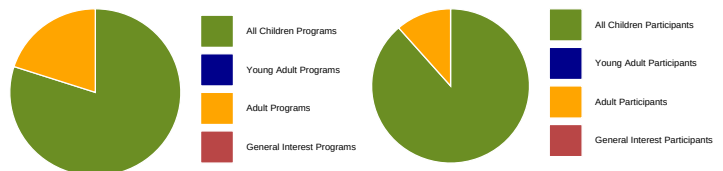
December					
Overview					
All Children Programs	10	83.33%	All Children Participants	237	76.7%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	1	8.33%	Adult Participants	19	6.15%
General Interest Programs	1	8.33%	General Interest Participants	53	17.15%
Total Programs	12		Total Participants	309	



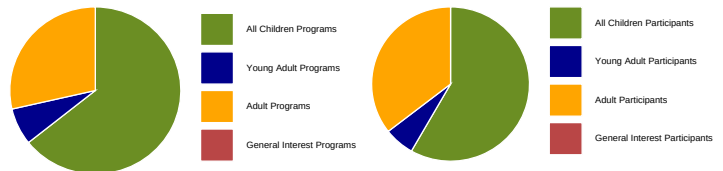
January					
Overview					
All Children Programs	10	76.92%	All Children Participants	294	83.29%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	3	23.08%	Adult Participants	59	16.71%
General Interest Programs	0	0%	General Interest Participants	0	0%
Total Programs	13		Total Participants	353	



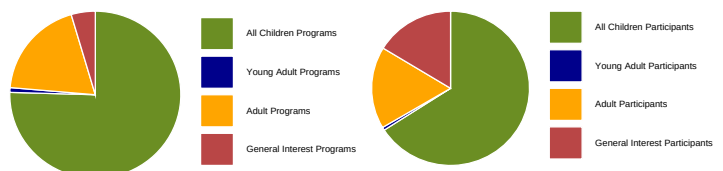
February					
Overview					
All Children Programs	12	80%	All Children Participants	380	88.58%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	3	20%	Adult Participants	49	11.42%
General Interest Programs	0	0%	General Interest Participants	0	0%
Total Programs	15		Total Participants	429	



March					
Overview					
All Children Programs	9	64.29%	All Children Participants	187	58.26%
Young Adult Programs	1	7.14%	Young Adult Participants	20	6.23%
Adult Programs	4	28.57%	Adult Participants	114	35.51%
General Interest Programs	0	0%	General Interest Participants	0	0%
Total Programs	14		Total Participants	321	

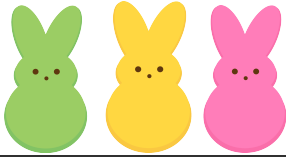


Year in Review					
Overview					
All Children Programs	83	75.45%	All Children Participants	2067	65.89%
Young Adult Programs	1	0.91%	Young Adult Participants	20	0.64%
Adult Programs	21	19.09%	Adult Participants	539	17.18%
General Interest Programs	5	4.55%	General Interest Participants	511	16.29%
Total Programs	110		Total Participants	3137	



APRIL 2025

ST. HELENA PUBLIC LIBRARY

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Story Time 10:30 a.m. <i>Sign up for Peeps Diorama Contest</i>	2	3	4	5
7 	8 Story Time 10:30 a.m. Children's Tea Party <i>Registration Required</i> 3:30 p.m.	9 Library Board Meeting 5:00 p.m.	10 Stevenson Open Mic Poetry Night 5:00 p.m.	11 	12
14	15 Story Time 10:30 a.m.	16 	17 Upstage Napa Valley Presents: Wedding Duet 4:00 p.m.	18 <i>Deadline to return Peeps Diorama</i>	19
21 <i>Vote for your favorite Peep Diorama April 21st - April 26th</i>	22 Story Time 10:30 a.m.	23	24 Jacob Zuniga: Artist Reception 4:30 p.m.	25 	26 <i>Last day to vote for your favorite Peep Diorama</i>
28	29 Story Time 10:30 a.m.	30 Día del Niño (Children's Day) 5:00 p.m. 			

St Helena Public Library

1492 Library Lane
 St. Helena, California 94574 | 707-963-5244
<http://www.shpl.org>

Library Hours

Monday - Friday
10:00 a.m. - 6:00 p.m.

Saturday
12:00 p.m. - 5:00 p.m.

Sunday
Closed

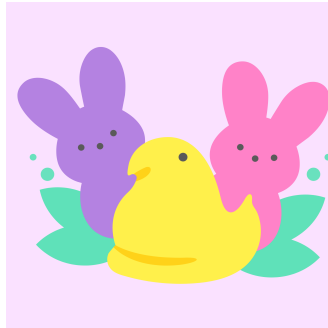
myLIBRO

Download our app today!



The Palace Project

Download our newest online resource.



Peeps Diorama Contest

April 1st - 18th

Make an original shoebox-sized diorama with the iconic Easter candies—PEEPS!—as the main characters. Create your diorama based on a scene from a book or anything literary. Return your diorama to the Children's Room by April 18th. The public will vote for their favorite! Voting will take place from April 21st - 26th. Winners will be announced April 28th.



Children's Tea Party -

Manners & History

Tuesday, April 8th

3:30 p.m. - 4:30 p.m.

Join us for a whimsical afternoon tea as we learn the history and manners of England's "high tea" while sipping on lemonade and tea snacks. Ages 5 and up! No more than 4 people per group. Registration required. Adult must be present.



Stevenson Open Mic Poetry Night

Thursday, April 10th

5:00 p.m. - 6:00 p.m.

Join the Robert Louis Stevenson Museum at the St. Helena Public Library for our annual celebration of the art of the spoken word at Stevenson Poetry Night! We encourage all who are interested in participating to sign up in advance.

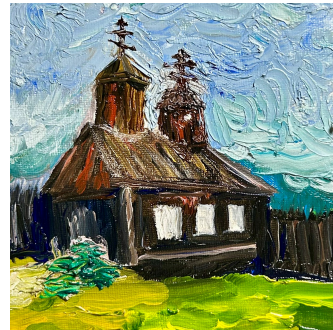


UpStage Napa Valley Presents: Wedding Night

Thursday, April 17th

4:00 p.m. - 6:00 p.m.

UpStage Napa Valley presents a play reading of "Wedding Duet". A delightful comedy starring Antonia Allegra and Jimmy Adams. Wine & cheese reception begins at 4 p.m.

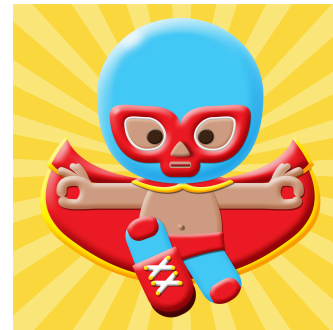


Jacob Zungia: Artist Reception

Thursday, April 24th

4:30 p.m. - 5:30 p.m.

At just 17, Jacob Zuniga, a talented artist born in El Salvador, has already developed a remarkable body of work that celebrates both nature and spirituality.



Día del Niño (Children's Day)

Wednesday, April 30th

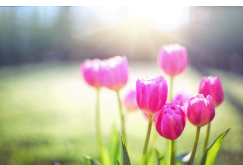
5:00 p.m. - 7:00 p.m.

Get ready for a celebration where the excitement of Lucha Libre meets the magic of reading. This unique event combines wrestling matches with storytelling and a book giveaway.

Events Sponsored by Friends & Foundation

ABRIL 2025

BIBLIOTECA DE ST. HELENA

Lunes	Martes	Miércoles	Thursday	Friday	Sábado
	1 Cuentos y Manualidades 10:30 a.m. <i>Apúntese al Concurso de Dioramas de Peeps</i>	2	3	4	5
7 	8 Cuentos y Manualidades 10:30 a.m. Fiesta de Té para Niños 3:30 p.m.	9 Junta Directiva de la Biblioteca 5:00 p.m.	10 Stevenson Noche de Poesía 5:00 p.m.	11 	12
14	15 Cuentos y Manualidades 10:30 a.m.	16 	17 Upstage Napa Valley Presenta: Wedding Duet 4:00 p.m.	18 <i>Último día para entregar el Diorama de Peeps</i>	19
21 <i>Vota por su Diorama de Peeps favorito Entre el 21 y el 26 de abril</i>	22 Cuentos y Manualidades 10:30 a.m.	23	24 Jacob Zuniga: Recepción de Artista 4:30 p.m.	25 	26 <i>Último día para votar por su Diorama de Peeps favorito</i>
28	29 Cuentos y Manualidades 10:30 a.m.	30 Día del Niño 5:00 p.m. 			

St Helena Public Library

1492 Library Lane
 St. Helena, California 94574 | 707-963-5244
<http://www.shpl.org>

Horario de la Biblioteca

Lunes - Viernes
10:00 a.m. - 6:00 p.m.

Sábado
12:00 p.m. - 5:00 p.m.

Domingo
Cerrado

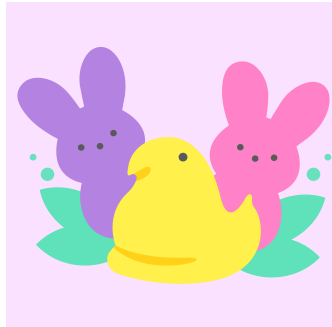
myLIBRO

Descargue nuestra aplicación.



The Palace Project

Descargue nuestro nuevo recurso de libros.



Concurso de Diorama de Peeps

Del 1 al 18 de abril

Crea un diorama original del tamaño de una caja de zapatos con los famosos caramelos de Pascua como protagonistas. Crea tu diorama basándote en una escena de un libro. Devuelve tu diorama a la sala para niños antes del 18 de abril. El público votará por su favorito. La votación tendrá lugar del 21 al 26 de abril. Los ganadores se anunciarán el 28 de abril.



Fiesta de Té para Niños

Los Modales del Té
martes 8 de abril

3:30 p.m. - 4:30 p.m.
Acompáñanos a tomar el té de la tarde mientras aprendemos la historia y los modales del «high tea» de Inglaterra mientras saboreamos limonada y bocadillos de té. A partir de 5 años. No más de 4 personas por grupo. Se requiere registro. Debe haber un adulto presente.



Stevenson Noche de Poesía

jueves 10 de abril
5:00 p.m. - 6:00 p.m.
Acompañe al Museo Robert Louis Stevenson en la Biblioteca Pública de St. Helena en nuestra celebración anual del arte de la palabra hablada en la Noche de Poesía Stevenson. Invitamos a todos los interesados a inscribirse con tiempo.

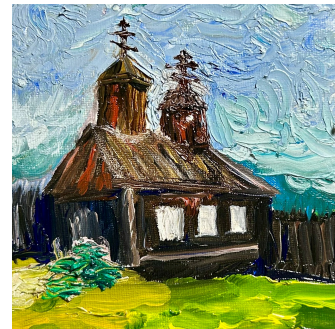


UpStage Napa Valley

Presenta: **Wedding Night**

jueves 17 de abril
4:00 p.m. - 6:00 p.m.

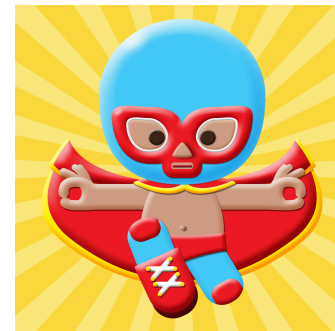
UpStage Napa Valley presenta una lectura de la obra "Wedding Duet". Una divertida comedia protagonizada por Antonia Allegra y Jimmy Adams. Recepción de vino y queso comienza a las 4 pm.



Jacob Zungia:

Recepción de Artist
jueves 24 de abril
4:30 p.m. - 5:30 p.m.

Con sólo 17 años, Jacob Zuniga, un talentoso artista nacido en El Salvador, ya ha creado una notable colección de obras que celebran tanto la naturaleza como la espiritualidad.



Día del Niño

miércoles 30 de abril
5:00 p.m. - 7:00 p.m.

Prepárate para una celebración en la que la emoción de la Lucha Libre se une a la magia de la lectura. Este evento único combina combates de lucha libre con cuentacuentos y distribución de libros gratis.

Eventos patrocinados por Friends & Foundation

General Ledger Monthly Operating Expense Rpt



User: mstrickler@shpl.org
Printed: 4/4/2025 10:12:02 AM
Period 01 - 13
Fiscal Year 2025

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
101	General Fund					
46	Library					
101-46-00-20-10	Salary-Regular	442,011.25	0.00	310,111.61	131,899.64	29.84
101-46-00-20-20	TempPart Time	73,386.60	0.00	45,754.51	27,632.09	37.65
101-46-00-20-30	Overtime	0.00	0.00	3,151.08	-3,151.08	0.00
101-46-00-20-37	Holiday Pay	2,669.10	0.00	1,437.28	1,231.82	46.15
101-46-00-20-40	FICAMedicare	38,391.15	0.00	27,647.00	10,744.15	27.99
101-46-00-20-45	Employer PERS	45,116.40	0.00	22,961.68	22,154.72	49.11
101-46-00-20-47	PERS Unfunded Liability	45,401.25	0.00	38,682.00	6,719.25	14.80
101-46-00-20-55	Health Insurance	107,895.90	0.00	74,881.18	33,014.72	30.60
101-46-00-20-61	Workers Comp	34,871.55	0.00	41,830.71	-6,959.16	-19.96
101-46-00-20-65	SDI	4,317.60	0.00	3,327.82	989.78	22.92
101-46-00-20-75	Deferred Comp	7,141.05	0.00	2,082.33	5,058.72	70.84
101-46-00-20-85	Auto Allowance	<u>2,520.00</u>	<u>0.00</u>	<u>1,400.00</u>	<u>1,120.00</u>	<u>44.44</u>
20	Salaries & Benefits	803,721.85	0.00	573,267.20	230,454.65	28.67
101-46-00-21-10	Communications	11,960.00	0.00	2,865.22	9,094.78	76.04
101-46-00-21-15	Postage	520.00	0.00	22.76	497.24	95.62
101-46-00-21-22	Utilities	83,200.00	0.00	12,227.64	70,972.36	85.30
101-46-00-21-27	Equipment Lease Exp	10,400.00	0.00	1,787.21	8,612.79	82.82
101-46-00-21-45	Other Contract Services	80,830.26	17,162.64	59,336.32	4,331.30	5.36
101-46-00-21-55	Training & Conference	<u>7,000.00</u>	<u>0.00</u>	<u>2,144.01</u>	<u>4,855.99</u>	<u>69.37</u>
21	Services	193,910.26	17,162.64	78,383.16	98,364.46	50.73
101-46-00-22-07	Copies	3,120.00	0.00	0.00	3,120.00	100.00
101-46-00-22-12	Computer Equipment	4,576.00	0.00	0.00	4,576.00	100.00
101-46-00-22-13	Office Supplies	1,560.00	0.00	852.73	707.27	45.34
101-46-00-22-15	Special Department Supplies	<u>6,240.00</u>	<u>0.00</u>	<u>890.46</u>	<u>5,349.54</u>	<u>85.73</u>
22	Supplies	15,496.00	0.00	1,743.19	13,752.81	88.75
101-46-00-23-35	Software Maintenance	<u>8,300.00</u>	<u>0.00</u>	<u>1,825.00</u>	<u>6,475.00</u>	<u>78.01</u>
23	Maintenance	8,300.00	0.00	1,825.00	6,475.00	78.01
101-46-00-24-25	Taxes & Other Charges	<u>13,161.00</u>	<u>0.00</u>	<u>0.00</u>	<u>13,161.00</u>	<u>100.00</u>
24	Taxes, Insurances & Contributi	13,161.00	0.00	0.00	13,161.00	100.00
00	Administration	1,034,589.11	17,162.64	655,218.55	362,207.92	35.01
218	Public Library					

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
46	Foundation Library					
218-46-00-26-40	Furniture & Fixtures	<u>1,365.00</u>	<u>0.00</u>	<u>36.64</u>	<u>1,328.36</u>	<u>97.32</u>
26	Capital	1,365.00	0.00	36.64	1,328.36	97.32
00	Administration	1,365.00	0.00	36.64	1,328.36	97.32
219	CLSA State Library Grant					
46	Library					
219-46-00-22-12	Computer Equipment	<u>1,404.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,404.00</u>	<u>100.00</u>
22	Supplies	1,404.00	0.00	0.00	1,404.00	100.00
00	Administration	1,404.00	0.00	0.00	1,404.00	100.00
380	Friends and Foundation Library					
46	Library					
380-46-00-20-20	TempPart Time	61,665.45	0.00	48,781.65	12,883.80	20.89
380-46-00-20-37	Holiday Pay	3,088.05	0.00	2,394.52	693.53	22.46
380-46-00-20-40	FICAMedicare	<u>4,953.90</u>	<u>0.00</u>	<u>3,914.98</u>	<u>1,038.92</u>	<u>20.97</u>
20	Salaries & Benefits	69,707.40	0.00	55,091.15	14,616.25	20.97
380-46-00-21-10	Communications	<u>2,496.00</u>	<u>0.00</u>	<u>1,280.32</u>	<u>1,215.68</u>	<u>48.71</u>
21	Services	2,496.00	0.00	1,280.32	1,215.68	48.71
380-46-00-22-16	Library Materials	62,400.00	41,858.91	42,664.68	-22,123.59	-35.45
380-46-00-22-40	Programming	<u>15,600.00</u>	<u>0.00</u>	<u>8,163.50</u>	<u>7,436.50</u>	<u>47.67</u>
22	Supplies	78,000.00	41,858.91	50,828.18	-14,687.09	-18.83
380-46-00-23-35	Software Maintenance	<u>10,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>100.00</u>
23	Maintenance	10,000.00	0.00	0.00	10,000.00	100.00
00	Administration	160,203.40	41,858.91	107,199.65	11,144.84	6.96
382	Martin Estate Trust Library					
46	Library					
382-46-00-23-35	Software Maintenance	<u>936.00</u>	<u>0.00</u>	<u>800.00</u>	<u>136.00</u>	<u>14.53</u>
23	Maintenance	936.00	0.00	800.00	136.00	14.53
00	Administration	936.00	0.00	800.00	136.00	14.53
384	Tweed Trust Library					
46	Library					
384-46-00-22-16	Library Materials	<u>52,000.00</u>	<u>5,223.53</u>	<u>46,817.12</u>	<u>-40.65</u>	<u>-0.08</u>
22	Supplies	52,000.00	5,223.53	46,817.12	-40.65	-0.08
00	Administration	52,000.00	5,223.53	46,817.12	-40.65	-0.08

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
Grand Total		1,250,497.51	64,245.08	810,071.96	376,180.47	0.3008



**City of St. Helena
Library Board of Trustees
Regular Meeting
St. Helena Library, 1492 Library Lane, St.
Helena CA 94574
Wednesday, March 12, 2025 @ 5:00 PM**

1. **CALL TO ORDER**

Vice Chair, Gillian Casey called the meeting to order at 5:07:40 PM.

2. **ROLL CALL**

Chair: ~~Deborah Claymon Boesch~~

Vice Chair: Gillian Casey

Trustees: ~~Jonathan Furuta, Alexandra Haslip~~, Dana Johnson, Juana Navarro,
Jack Stuart

Youth Advisory Member: Jacob Zuniga

Staff Liaison: Mara Strickler, Deputy Director of Community Services – Library
and Dave Jahns, Community Services Director

Staff: Enedina Guerrero, Library Assistant

3. **PUBLIC FORUM**

Executive Director, Deanna M. Griffin, of the Friends & Foundation, St. Helena Public Library gave an update of the current activities of the Foundation.

4. **REPORTS BY STAFF COMMITTEE:**

The Community Services Director reported the following:

- A summary of the City Council meeting from the previous day (3/11).
- The opening of applications for the recruitment of the vacant Library Board position is yet to be determined.
- An update on the Work Plan Master Plan process.
- The Robert Louis Stevenson bench proposal is being revisited as there is a new draft from the artist.

The Deputy Director of Community Services of the Library reported the following:

- A summary of the monthly expense report.
- A summary of library visits, reference inquiries, public computer use, and Hoople use for the month prior.
- A highlight of programs in March.
- The staff have removed the altar for Elsie the Beloved Library Cat. Elsie will be remembered with the stencil at the Library's entrance, with her figure at the Circulation Desk, and through the holiday ornament created in her honor. The remembrances on the altar have been shared with Library staff and her ashes are with Cecilia, Elsie's favorite human.
- Staff have created a Program Committee to oversee and collaborate the planning of Library programs.

5. **CONSENT ITEMS:**

5.1. **Library Board of Trustees Meeting Minutes of 2/12/25**

Vice Chair Casey made a motion to approve the minutes at 5:28:27 PM. The motion was approved by a quorum of those present.

6. **SCHEDULED MATTERS:**

6.1. **Review of Workplan and SubCommittee Reports**

- Each SubCommittee gave a brief report of updates and next steps.
- An Ad-Hoc Committee of 3 Board Members was created to review the proposal for the Robert Louis Stevenson bench design.

6.2. **Review of Displays Policy**

The Deputy Director of Community Services - Library presented a draft for a Displays Policy at the Library. Vice Chair Casey made a motion to approve the Displays Policy at 5:56:13 PM. The motion was approved by a quorum of those present.

6.3. **Review of Collection Development Policy**

The Deputy Director of Community Services - Library presented a draft of an updated Collection Development Policy for the Library. Vice Chair Casey made a motion to approve the updated Collection Development Policy at 5:59:30 PM. The motion was approved by a quorum of those present.

7. **ADJOURNMENT**

Vice Chair Casey adjourned the meeting at 6:02:27 PM.

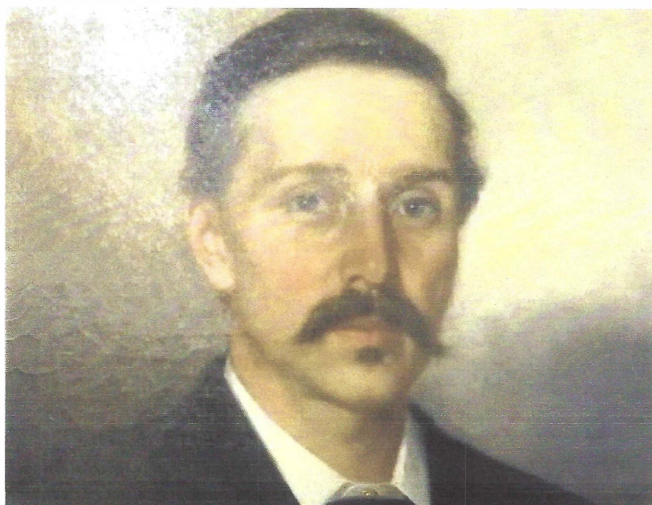
APPROVED:

ATTEST:

Gillian Casey
Vice Chair, Library Board
Services

Mara Strickler
Deputy Director of Community

ROBERT LOUIS STEVENSON PUBLIC ART PROJECT



Project Proposal

The Robert Louis Stevenson Public Art Project is a 501 (C) (3) organization

The Robert Louis Stevenson Bench Project

The site for the proposed Robert Louis Stevenson Bench Project is on the grounds of the George and Elsie Wood Public Library. This property also houses the Napa Valley Wine Library, as well as, The Robert Louis Stevenson Silverado Museum. The placement for the proposed project is in the grassy area adjacent to the fountainworks in front of the museum.

Robert Louis Stevenson's impact upon the Napa Valley is still felt today. Even though his stay in the countryside of the valley was brief he managed to coin the phrase, "...and the wine is bottled poetry." in his chronicle, *Silverado Squatters*. The valley at that time was not yet the wine mecca it is today, far from it, for at that time he was lamenting the loss of many of the great vineyards of France due to the infestation of the American phylloxera pest. But he saw something in this high chaparral that was akin to the fertile French valleys across the otherside of the world and the great promise of palatable and succulent wine. However prescient his musings were at that time, whether he could truly see these or not, the promising future of the Napa Valley was forever cemented in his famous quote.

The project being proposed is one that honors this famous and most beloved Scottish writer and his American wife, Fanny Van de Grift Stevenson, nee Osbourne. Though he was a man from "across the pond" there was something that felt "American" about him. A man of a frail physical nature he wrote novels of adventure that were robust and breathtaking. Yet, he also wrote the most eloquent and mellifluous stanzas of poetry that were as popular amongst his readers of the day as was his fiction.

Fanny was his muse, editor, collaborator and nurse. In the last role, if not for her constant and diligent caretaking he would most certainly would have passed much earlier in life than he did and most of the world would most certainly have not heard his name or read his fiction. He would have faded into history as a footnote in the annals of 19th century English literature as a talented travel writer and essayist.

The proposed artwork consists of two lifesize bronze castings depicting Robert Louis Stevenson and Fanny Stevenson. He will be seated at one end of a "faux bois" bench, approximately 7 ft. wide x 3.5 ft. ht. x 20 in. in depth. She will be seated adjacent on a smaller "faux bois" bench, approximately 4 ft. wide x 3.5 ft. ht. X 20 in. in depth. He is looking upon Fanny. She will be holding pages of a manuscript in one hand and looking toward RLS as if she is giving her critique on his latest writing, which she regularly did in their daily life. There shall also be two of his books, one of fiction and one of poetry are

also stacked upon each other at RLS's side on his right and off to his left will lie an open notebook next to his lap on the bench.

The French name "faux bois" means false wood. This refers to the technique of creating outdoor furniture out of a cement compound that is made to look like wooden branches and/or planks. This particular technique was popular in 17th and 18th Century French and English gardens and had a resurgence in America in the 1990's and early 2000s.

In 1876 Stevenson had met and fallen in love with the American Fanny van de Grift Osbourne while staying at a French artist's colony. At that time she was separated from her husband. In 1878 she had tried to reconcile with her husband. She hastily moved back to Northern California in the hope of keeping her family together. In 1879 a heartbroken Stevenson traveled from Europe and then across America by train to beg her to leave her husband, who openly and regularly stepped outside of the marriage. It was a trip that was physically hard on Stevenson and nearly put an end to his days. He became deathly ill in Monterey, CA. Nearly succumbing to his chronic illness he narrowly survived. He rallied after several months. Fanny, reluctant at first to Stevenson's proposal, eventually came around, divorcing her husband and marrying him. They honeymooned on Mt. St. Helena in an abandoned mine bunkhouse, as the story goes, and thereafter he penned *Silverado Squatters* based upon his travels and time in the Napa Valley.

The lifesize sculptures and faux bois benches will be anchored on concrete pads with an accompanying walkway leading to the bench area. The walkway around the benches will be made of decomposed granite and ADA (American with Disabilities Act) compliant and will flow and tie into the existing walkways and fountain area leading to the library/museum entrance.

The materials used in the creation of this project are some of the most durable and long lasting. They are very low maintenance and upkeep for these materials require occasional light cleanings of sprayed water, rinsing of the surfaces. The overall weight of the sculptural artworks and benches would be somewhere in the neighborhood of 1200 lbs. and 700 lbs. The sculptures and bench will be coated with a urethane sealant with graffiti guard properties.

In closing, the legacy that Robert Louis Stevenson left to the Napa Valley, and in particular to St. Helena, is one that should be cherished. If this project is adopted by the City of St. Helena, it is with hope that this could perhaps lead to annual events celebrating the great author, his achievements, his traveling spirit and "joie de vivre"

and, of course, the absolute love and adoration he felt for his wife. There aren't any sculptures, memorials or depictions of the man and his wife in the Napa Valley and it seems fitting that the City of St. Helena should take the lead and honor the author and the woman behind the man who stirred imaginations with such flourish and splendor.

Submitted by J. Garr Ugalde, Sculptor

February 5, 2025
Date

2025 Projected Budget

1. Robert Louis Stevenson Lifesize Bronze Casting*	\$ 28,500
2. RLS Plasticine (Oil-based Clay) Master/Enlargement**	\$ 16,500
3. RLS Polyurethane Mold	\$ 8,500
4. Fanny Stevenson Lifesize Bronze Casting	\$ 28,500
5. Fanny Stevenson Plasticine Master/Enlargement	\$ 16,500
6. Fanny Stevenson Polyurethane Mold	\$ 8,500
7. Notebook Bronze Casting	\$ 1,000
8. Notebook Plasticine Master	\$ 800
9. Notebook Polyurethane Mold	\$ 600
10. Two Stacked Books Bronze Casting	\$ 1,200
11. Two Stacked Books Plasticine Master	\$ 1,000
12. Two Books Polyurethane Mold	\$ 750
13. Faux Bois Bench, Large approx. 7 ft. width	\$ 15,500
14. Faux Bois Bench, Small approx. 4 ft. width	\$ 5,500
15. Bronze Dedication/Donor Plaque & Installation	\$ 3,500
16. Artist's Design Fee	\$ 5,000
17. Masonry Contractor Fees, Installation Benches/Sculptures	\$ 16,287
18. Flatbed Rental/Transport of Benches & Sculptures	\$ 3,000
19. Outdoor Lighting and Control Panel	\$ 6,325
20. Engineering Drawings/Schematics	\$ 6,000
21. City Permits	\$ 750
22. Equipment Rental for Installation (2-3 Day)	\$ 1,500
Forklift-Forward Reach Telehandler 4WD	
23. Insurance (1M Liability Policy)	\$ 850
24. Travel Expenses for the Project	\$ 3,500
25. Contingency Fund-Overages/Unforeseen Costs	\$ 5,000
SUB-TOTAL	\$185,062.00
26. Project Manager Fee @ 4.50 % Total Project Cost	\$ 8,327.79
TOTAL	\$ 193,389.79

* The sculptor will be engaging Keeble Metalworks of Auburn, CA as the facility to create the bronze sculptures. This art foundry specializes in high-quality bronze castings, detailed metal crafting and installation-ready artworks of various scales.

** Includes the 24" scale-up models needed for completion of the full-scale artworks. This also includes all computer generated imaging, scanning, 3-D printing (resin) or CNC foam cutting of

the full-scale figures. These are then re-worked by the artist by layering a thin skin of plasticine clay over the resin or foam to complete the master artworks.

Fund-Raising Honorarium Expenses

- | | | |
|---|--------------------|----------|
| 1. 8"-10" RLS Bronze Bust for Major Donors | \$ 1,500 ea. (x5)* | \$ 7,500 |
| 2. StoneCast (Cultured Marble) RLS Bust | \$ 250 ea. (x10)* | \$ 2,500 |
| for Donors of Moderate/Medium Support | | |
| 3. Plasticine Master 8" RLS Bust | | \$ 1,200 |
| 4. Polyurethane Mold | | \$ 600 |

TOTAL **\$ 11,800.00**

* The costs will vary depending on the number of items **actually** ordered and delivered. These are just projected numbers at this point.

Videography/Documentary Services

BOBKAT Productions, Video documentation of the creation of the **\$ 5,500.00****
sculpture masters, faux bois benches, fundraising events, foundry
bronze pour/metalworks and the installation of benches and
sculptures. The videographer will also provide a QR code placard for display in the museum which will supply a link to YouTube and/or to the museum's website to view the completed video.

**The videography costs are subject to change due to the unknown scope of the project. Billing is calculated at \$125 per hr. for shooting video footage and \$75 per hr. for editing the footage from rough to final cut.

References

1. Megan Blackwell, Spirit Wings Project, Sacramento Metro Chamber of Commerce, meganablackwell@gmail.com, 541-515-3648
2. Carol Little, Art Consultant/Owner, Corporate Design Group, Roseville, CA
clittle@corporatedesigngroup.com, 916-781-6543
3. Shelly Willis, Public Arts Consultant, Former Arts in Public Places Coordinator, Sacramento, CA, shellyw857@gmail.com, 916-996-0793

GARR UGALDE

215 26th Street
Sacramento, CA 95816
(916) 410-2278
garrart1@gmail.com

BORN

Honolulu, HI, 1959

EDUCATION

San Jose State University, San Jose, CA – Bachelor of Arts Degree, 1983
University of Nebraska at Omaha, Omaha, NE, 1977-1979
Creighton University, Omaha, NE, 1977-1978
Colegio Internacional de Caracas, Caracas, Venezuela, 1976

PROFESSIONAL

Instructor, 2019-2022

E. Claire Raley Studios for the Performing Arts (CLARA), Sacramento, CA
Summer School Art Instructor, Ages 6-10

California State Prison-Sacramento (New Folsom), Folsom, CA
Art Instructor-Level 4 inmates in drawing and painting techniques.

Sculptor, 1993-present

Currently working in the various mediums of bronze, ceramic, plaster, fiber/cement compound and earthen materials. Creating limited edition and site-specific artwork for public and private commissions.

Enlargement artist/mold maker/model maker for various artists commissioned for public artworks, including The California Vietnam Veteran's Memorial, The Cleveland Veteran's Memorial (Njordhammer Foundry, Oakland, CA), Robert Freeman's "California Native American State Seal", Jerry Ross Barrish's monumental "Bayview Horn" at Hunter's Point Shipyard Public Art Project, City of Yountville Fountain, Sacramento sculptor Helen Post's monumental "African Acrobats" and sculptor Brother Joseph Aspell for The Marianist Order of various sculptures at national sites (The Art Foundry, Sacramento, CA)

Commercial sculptor (1993-2007) commissioned by several large-scale statuary manufacturers in the San Francisco Bay Area creating masters for cement fountains, benches and statues of all variety.

Producer/Director, 2008-2022

CLARA Classroom, Creating a series of visual arts programming for the Juvenile Court Schools for Sacramento County Office of Education. 2022 Work-In-Progress

Co-created "Art²" (art squared) with artist Christine Hodgins, a video series examining two Northern California artists in each episode. The episodes explore the motives, the process and the nature of art in profile and in conversation between the artists. 2008-2012

Sacramento Metropolitan Arts Commission, 1999-2001

Art in Public Places Committee Member, served to select major public artworks for new development sites throughout the Greater Sacramento region.

Center for Contemporary Art, Sacramento, CA 1999-2001

Board member serving to select artists for exhibitions. Curator of "Arte Cubano", selected works from the Robert and Lillian Freimark art collection of contemporary Cuban artists in 2001.

PUBLIC /PRIVATE ART COMMISSIONS

"The Breeds", (9) cast bronze sculptures for serenity garden, Kokopelli

Assisted Reproductive Services, Sacramento, CA 2022, Work-In-Progress

"Spirit Wings", (7) sculptures of various scales on K Street Mall Project, Sacramento, CA 2021

"Anansi's Web" A sculptural play set, Fairytale Town, Sacramento, CA 2018

"Agora's Light I, II & III" (3) 10ft. abstract figures, fiber/cement compound, American River College, Sacramento, CA 2016

"Textures" Triptych Relief, Farm Credit West, Rocklin, CA 2015

"Three Graces", (3) ¾ life-size cast bronzes & steel bases, Michael Solomon Residence, Garberville, CA 2010

Heritage Elm Tree Timeline, cast bronze & steel, Cesar Chavez Park, Sacramento, CA 2005

William Bean Memorial, cast bronze & granite, Sacramento, CA 2003

B.T. Collins Memorial, cast bronze & marble, B.T. Collins Federal Army Reserve, Sacramento, CA 2000

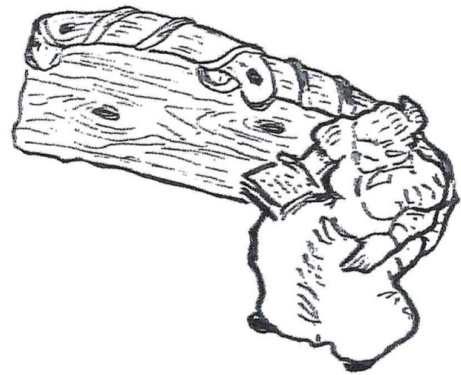
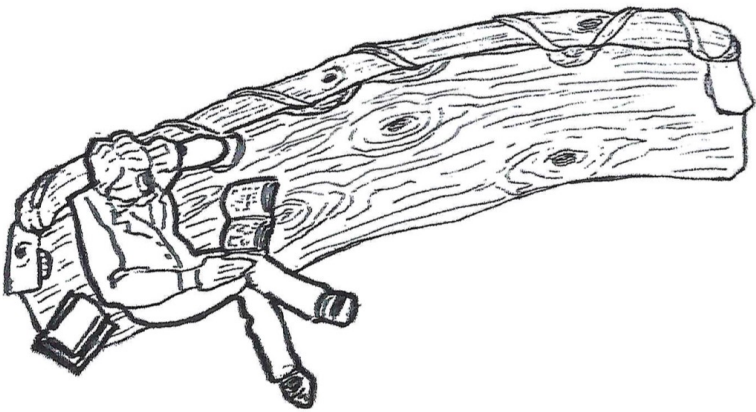
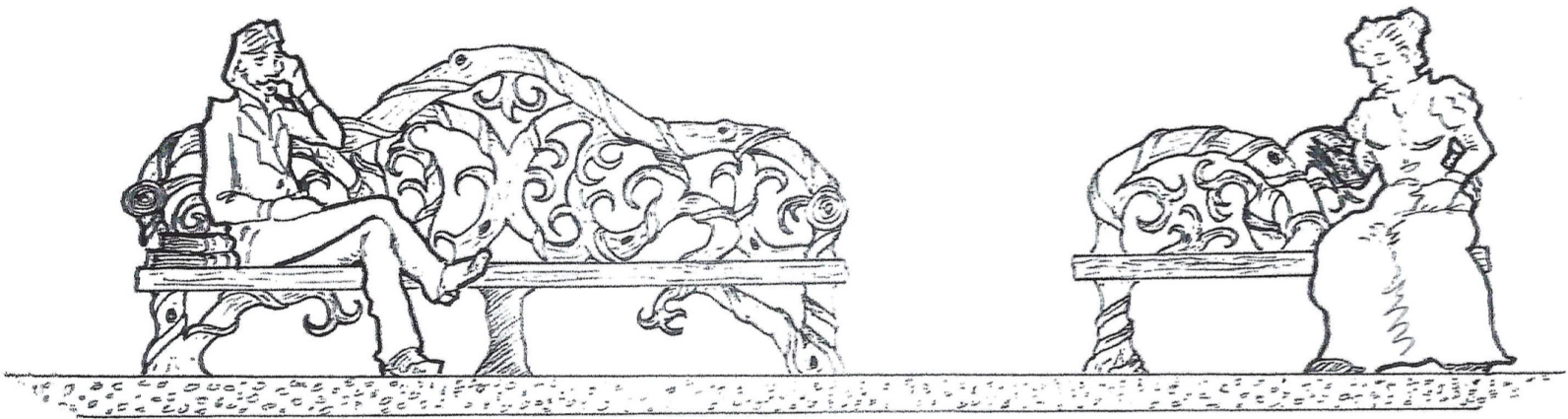
Dos Coyotes Border Café, (3) cast bronze figures, Davis, CA 2000

"The Pack", (4) cast cement coyotes, North Laguna Creek Park, Sacramento, CA 1995

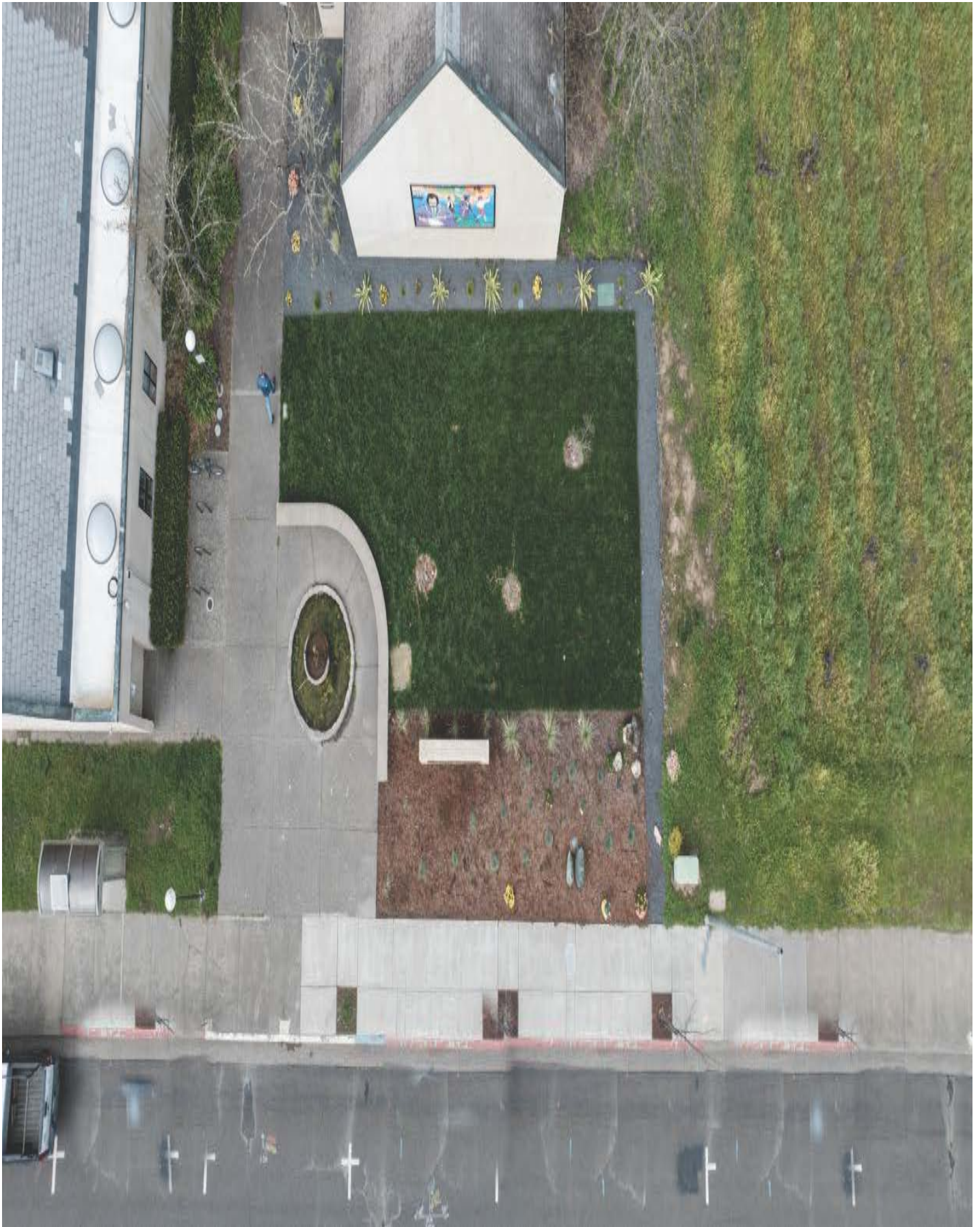
California Veteran's Memorial Site Marker, cast bronze & blue granite, Capital Park, Sacramento, CA 1993

Black Pyramid Fountain, black granite & steel, The Bashir Residence, Saratoga, CA 1992

The Robert Louis Stevenson Bench Project



Design by J. Garr Ugaldé



St. Helena Public Library Board

Summary of Common Board Priorities (subject to annual review)

- * Library direction and long-term efficacy
- * High-level review of usage statistics, staffing, and facility management, and fiscal health
- * Issues with and/or changes to Library policy and regulation
- * Feedback for Library leadership on behalf of the community at large
- * Liaison with community groups to connect and expand the impact of the Library
- * Usage of the Library for community education, connection, and emergency relief
- * Coordination with Friends & Foundation, Saint Helena Public Library
- * Volunteer participation at Library programs
- * Annual strategic workplan for the Library Board

St. Helena Public Library Board Annual Workplan

24/25 Areas of Interest and Goals

Goals and Areas of Interest

- * Prioritize the Library's Mission: The St. Helena Public Library's mission is to provide a safe environment, free to all, with opportunities and resources to inspire lifelong learning, reading, discovery, and delight; to provide support for individual and community education and growth; and to connect members of our diverse community through welcoming spaces, outreach, expertise, technology, and innovation .
- * Support the Library's leadership team
 - Staff mentorship
- * Use of Library spaces
 - Examine the current use of the Library
- * Teen engagement
 - Pilot an Ex Officio Youth Board Member
- * Foster connections between the Library, community non-profits, and small businesses
 - Community forums
 - Serving the Spanish speaking community

Sub-Committees and Assignments

- * Public Communications and Education: Claymon Boeschén & Stuart
- * Municipal Code Compliance: Claymon Boeschén, Casey, & Haslip
- * Organizational Sustainability and Library Emergency Programs: Johnson & Stuart
- * Technology: Furuta & Johnson
- * Youth Engagement: Claymon Boeschén & Casey, as well as Zuniga