



**City of St. Helena
Library Board of Trustees
Regular Meeting
St. Helena Library, 1492 Library Lane, St.
Helena CA 94574
Wednesday, February 11, 2026 @ 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.

Members of the public and other parties are welcome to email their comments to the Staff Liaison Mara Strickler at mstrickler@cityofsthelena.gov. All public comments must be received three hours prior to the meeting. Public comments received after the deadline will be attached to the item the next business day or soon thereafter. Public comments will not be read out loud but will be publicly available and attached to the online agenda.

Page

1. CALL TO ORDER

2. ROLL CALL

Chair: ~~Deborah Claymon Boeschen~~

Vice Chair: Gillian Casey

Trustees: Courtenay Fletcher, 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. [FFSHPL Report to SHPLBOT 2026 01 11 Meeting](#)

3 - 4

4. UPDATES FROM STAFF AND FUTURE AGENDA ITEMS:

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 - 13

CEQA Determination: Not a CEQA project

Prepared By: Mara Strickler, City Librarian

[26 01 California Public Libraries Survey](#)

[01.CCBoardReport 2026-January](#)

[2026.02 Print English](#)

[2026.02 Spanish](#)
[26.02.04 Monthly Expense Report Library](#)

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 1/21/26 14 - 15

CEQA Determination: Not a CEQA project

[26.01.21 DRAFT Library Board Meeting Minutes](#)

6. SCHEDULED MATTERS:

- 6.1. Preliminary discussion of 2027 CIP priorities

CEQA Determination: Not a CEQA project

Prepared By: Joseph Leach, Assistant City Manager/Director of Public Works/City Engineer

- 6.2. Review of Student Success Cards 16 - 17

CEQA Determination: Not a CEQA project

Prepared By: Mara Strickler, City Librarian

[Student Success Cards](#)

- 6.3. Consideration of Privacy and Confidentiality Policy 18

CEQA Determination: Not a CEQA project

Prepared By: Mara Strickler, City Librarian

[Privacy and Confidentiality 2026 DRAFT](#)

7. ADJOURNMENT

The next regular meeting is scheduled for March 11, 2026 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 January 6, 2026.

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, February 11, 2026

Friends & Foundation Purpose and Practice

Friends & Foundation, St. Helena Public Library (FFSHPL) is a public charity that benefits the St. Helena Public Library through fundraising and advocacy. The organization gathers and stewards donations and makes grants that enhance the Library's capacity beyond what is paid for by municipal allocations.

The Foundation's aim is to add to the lives of all who use Library, now and in the future. The City Librarian and others in Library Leadership are our guides regarding what is needed. Much of our funding is restricted in how it can be used. Learn more at www.shplfoundation.org

Board of Directors FY26

Officers: Lisa Camp, President; Kate Clavijo, Treasurer; Paige Pohlers Meek, Secretary

Directors at-large: Nathan Anulo; Rhonda Diaz Caldewey; Jason Daniels; Laura Levy Shatkin; Zia Wesley

Grants to Benefit the Library

Grateful for contributions from our community that enable us to do so, Friends & Foundation are excited to issue the following grants in fiscal year that ends in June 2026:

- Annual Support Grants: \$140,000 for established categories of expenses such as public program costs, printed materials, digital subscriptions and services, tech materials, and hourly staff who make evening and Saturday hours possible.
- Harris Opportunity Grants: two grants per year, for up to \$10,000 total. For one-time unbudgeted same-year expenses, each to be announced when awarded. This new grant type is funded by the Rosalie Harris Trust.

In response to input from City Librarian Mara Strickler, Friends & Foundation Board will soon formally evaluate, for FY27:

- Custom Grant to fund a proposed comprehensive site assessment that would expand on the City's 2017 and early 2026 building-systems studies of the SHPL building. This F & F-proposed assessment would be conducted by an independent third party firm that specializes in public library facilities. Although the proposed study would include evaluation of the site for optimal provision of modern Library services, this would not be an "efficiency" or financial study; the City is running a City-wide efficiency study that should be released to the public any day now.**
- Library Staff Learning Grants that are likely to begin in the fiscal year that ends June 2027. Such grants reflect the importance and value of cultivating the knowledge and skills of Library personnel.

Friends & Foundation engages in dialogue with Library Leadership to learn about what is most needed. When there is clear municipal support to carry out the use of F & F grants, the monies are budgeted and

FRIENDS&FOUNDATION ST. HELENA PUBLIC LIBRARY

released for use. When and how the Library might best benefit from Major Grants remains to be seen. We look forward to working together on such topics.

Select Current Activities

Next Ticketed Event: SAVE THE DATE of Thursday, MARCH 19 (5:30-7:30 PM) for the next ticketed fundraiser presented by Friends & Foundation. For *Words & Wine*, spring 2026 edition, we are grateful to Tor Kenward and Andy Beckstoffer for engaging in a dialogue around Tor's updated book: *Reflections of a Vintner*. The private Beckstoffer Farm Center will be the private venue where guests will enjoy savory and sweet bites, wines from the exquisite TOR Wines, a drawing for a very special vintage, and book sales and signing. For \$145 per person, this event will benefit the SHPL. Watch for ticketing at Eventbrite and on local posters and media!

Tracking Local Conversations

A multi-faceted conversation regarding the City of St. Helena's finances may or may not affect the disposition and use of an array of municipal properties. Last November 18, the 5.6 acre "Adams Street Parcel," (APN 009-150-006) which surrounds the Library parcel on two sides, was declared surplus public land under the Surplus Land Act by a 4-1 vote at a Special Meeting of the City Council. The subsequent period requisite for eliciting, accepting, and negotiating bids from affordable housing developers closed on January 20 without any proposals received. The parcel now is *eligible to be opened to bids* from anyone for mixed-use or non-housing-specific proposals of the land. When the City offers a RFQ/RFP to City Council, a vote to formally open to bids will begin. No timeline for such activity has been given.

A Council member expressed in a recent public meeting that there will be outreach to the community about potential use(s) of the Adams Street Parcel. Friends & Foundation ask everyone to begin asking questions and be vigilant about any dialogue in which they can participate, and that they get involved. **

Friends & Foundation remains patient with our community. At this time, we refrain from taking any stance other than to reinforce the importance of a well-run and full-service Public Library in our community. More than 5,000 visits per month attest to the active and constant use of the Library. We continue working to benefit the Library's patrons, staff, and its full range of services. We support Library leadership and listen to library professionals' assessments of the short-, middle-, and long-term needs of the Library.

**Time-Sensitive City Studies and Reports to look for, read, and comment on through Library Lens:
Adams Street Parcel Public Dialogue—Keep your eyes peeled and let it be known you want to participate
Class & Compensation—said to be near ready for release
Modernization & Efficiency—said to be available imminently
Draft of Streets Master Plan—on City website and open for feedback now, CLOSING FEEDBACK 2/16

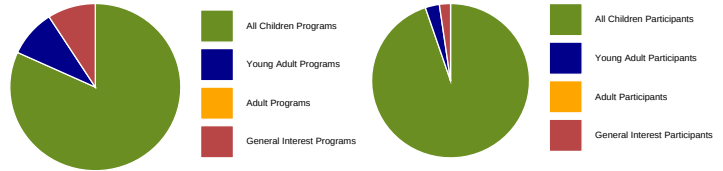
Questions or comments? Curious about service on the Board of Directors? Be in touch!

Deanna M. Griffin, Executive Director
deanna.griffin@shplfoundation.org | 707 804 9675

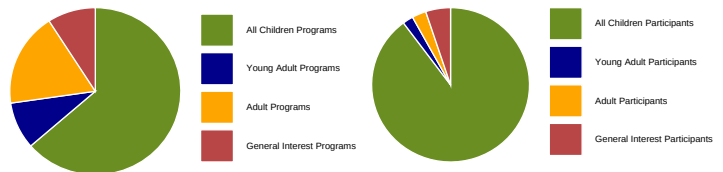
Category	FieldName	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Library Staff	Total number of volunteers													22
Library Staff	Total hours volunteered in the reporting year	118	98	60	45	49	87	55						512
Library Services	Library Visits	5805	5197	5852	6727	5388	5266	3409						37644
Library Services	Reference Transactions	471	506	402	442	334	375	404						2934
Library Services	Total Circulation of all physical items	10312	9786	9084	8823	8264	8587	7712						62568
Library Services	Circulation of Children's Materials	5000	4604	4271	4173	3764	3669	3108						28589
Library Services	Circulation of Non English Materials	268	167	148	164	112	144	131						1134
Library Services	Circulation of internet-enabled devices	2	0	4	5	2	4	4						21
Library Services	Circulation of hotspots	3	4	5	3	7	4	5						31
Library Services	Circulation of all other Physical Items	46	50	43	23	20	32	41						255
Library Services	ILL Loans to others	1226	1283	1251	1256	1132	1278	1158						8584
Library Services	ILL Loans received from others	2746	2748	2822	2815	2579	2475	2487						18672
Library Services	eBook Circulation	851	1059	989	1086	728	750	819						6282
Library Services	eSerial Circulation	389	413	455	433	361	418	460						2929
Library Services	eAudio Circulation	1490	1241	1149	1063	1507	1538	1606						9594
Library Services	eVideo Circulation	849	910	740	872	886	746	736						5739
Library Services	Total eMaterial Circulation	3579	3623	3333	3454	3482	3452	3621						24544
Library Services	Total Circulation of Materials	13891	13409	12417	12277	11746	12039	11333						87112
Library Services	Annual Uses of Public Internet Computers	400	368	357	346	310	263	266						2310
Library Services	Virtual Visits to the library website	5458	5321	5372	3307	4627	3513	6171						33769
Library Services	Wireless Sessions Per Year	1273	1448	1736	1666	1292	1568	1625						10608

St. Helena Public Library
July, 2025 - January, 2026

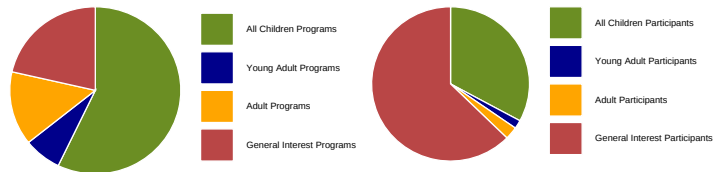
July					
Overview					
All Children Programs	9	81.82%	All Children Participants	458	94.82%
Young Adult Programs	1	9.09%	Young Adult Participants	14	2.9%
Adult Programs	0	0%	Adult Participants	0	0%
General Interest Programs	1	9.09%	General Interest Participants	11	2.28%
Total Programs	11		Total Participants	483	



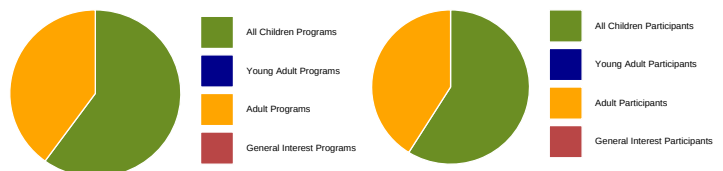
August					
Overview					
All Children Programs	7	63.64%	All Children Participants	247	89.82%
Young Adult Programs	1	9.09%	Young Adult Participants	6	2.18%
Adult Programs	2	18.18%	Adult Participants	8	2.91%
General Interest Programs	1	9.09%	General Interest Participants	14	5.09%
Total Programs	11		Total Participants	275	



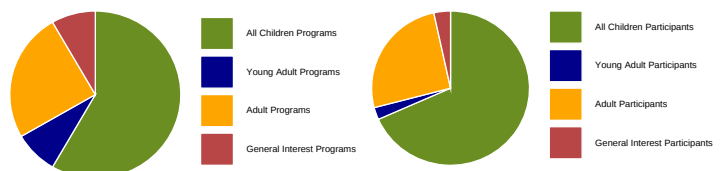
September					
Overview					
All Children Programs	8	57.14%	All Children Participants	186	32.92%
Young Adult Programs	1	7.14%	Young Adult Participants	10	1.77%
Adult Programs	2	14.29%	Adult Participants	15	2.65%
General Interest Programs	3	21.43%	General Interest Participants	354	62.65%
Total Programs	14		Total Participants	565	



October					
Overview					
All Children Programs	9	60%	All Children Participants	222	58.89%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	6	40%	Adult Participants	155	41.11%
General Interest Programs	0	0%	General Interest Participants	0	0%
Total Programs	15		Total Participants	377	

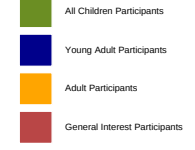
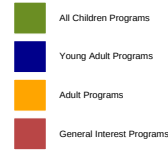
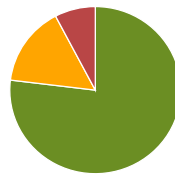


November					
Overview					
All Children Programs	7	58.33%	All Children Participants	160	68.38%
Young Adult Programs	1	8.33%	Young Adult Participants	6	2.56%
Adult Programs	3	25%	Adult Participants	60	25.64%
General Interest Programs	1	8.33%	General Interest Participants	8	3.42%
Total Programs	12		Total Participants	234	

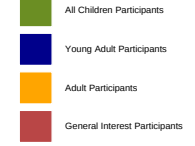
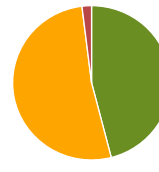
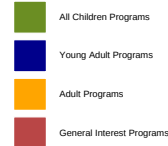
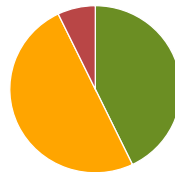


St. Helena Public Library July, 2025 - January, 2026

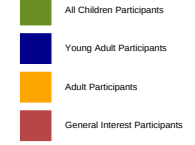
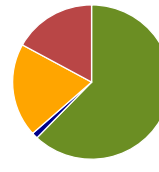
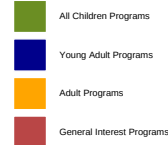
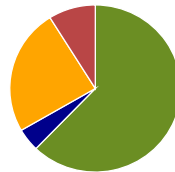
December					
Overview					
All Children Programs	10	76.92%	All Children Participants	312	61.3%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	2	15.38%	Adult Participants	107	21.02%
General Interest Programs	1	7.69%	General Interest Participants	90	17.68%
Total Programs	13		Total Participants	509	



January					
Overview					
All Children Programs	6	42.86%	All Children Participants	189	45.99%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	7	50%	Adult Participants	214	52.07%
General Interest Programs	1	7.14%	General Interest Participants	8	1.95%
Total Programs	14		Total Participants	411	



Year in Review					
Overview					
All Children Programs	56	62.22%	All Children Participants	1774	62.16%
Young Adult Programs	4	4.44%	Young Adult Participants	36	1.26%
Adult Programs	22	24.44%	Adult Participants	559	19.59%
General Interest Programs	8	8.89%	General Interest Participants	485	16.99%
Total Programs	90		Total Participants	2854	



FEBRUARY 2026

ST. HELENA PUBLIC LIBRARY

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3 Story Time 10:30am	4 Lotería - Family Game Night 5:30pm 	5 Craft & Chat: Modern Crochet 5:30pm 	6	7
9	10 Story Time 10:30am	11 Library Board Meeting 5:00pm	12 Craft & Chat: Modern Crochet 5:30pm  Silverado Handweavers & Spinners Guild Reception & Demonstration 2:00pm 	13	14 
16  CLOSED FOR PRESIDENTS DAY	17 Story Time 10:30am	18 Teen Hang Out 3:00pm 	19 Craft & Chat: Modern Crochet 5:30pm 	20	21 Kids Rock U 12:30pm 
23	24 Story Time 10:30am	25	26 Craft & Chat: Modern Crochet 5:30pm 	27	28

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

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LearningExpress

LearningExpress Library supports those looking to improve core academic skills, pass the GED, prepare for college, join the military, obtain occupational certification, find a job, change careers, become a U.S. citizen and much more.



Lotería - Family Game Night

Wednesday, February 4th
5:30 p.m. - 6:30 p.m.

Let's Play Lotería! Play a few rounds of Lotería and win prizes!

Lotería is a traditional Mexican game combining cards and bingo.

There will be snacks! For all ages!



Silverado Handweavers and Spinners Guild Reception

Thursdays, February 12th

2:00 p.m. - 5:30 p.m.
The Silverado Handweavers and Spinners Guild was first formed in 1973 by a few dedicated fiber artists in the Napa Valley to promote handweaving and spinning to a high standard. Today, we continue that mission as well as exploring other fiber art disciplines.



Teen Hang Out

Wednesday, February 18th
3:00 p.m. - 4:30 p.m.

6th - 12th graders are invited to the St. Helena Public Library the third Wednesday of the month for crafts, games, movies, and time to socialize and relax.

Hope to see you there!



Kids Rock U

Saturday, February 21st
12:30 p.m. - 1:30 p.m.

With influences of rock, blues, ballads, folk, jazz and pop, this program, presented by Luke Montgomery uniquely reflects and celebrates the lives of children growing up today. The music is innovative, intelligent, and irresistibly appealing to both kids and their parents. Perfect for kids 0-5 and their grownups!



Story Time

Every Tuesday
10:30 a.m.

This fun and interactive learning environment is suited for children infant - 6 years old but older children are always welcome. Come for the stories, rhymes and crafts! A place to play, learn and grow!



Craft & Chat: Modern Crochet

Every Thursday
5:30 p.m. - 7:00 p.m.

A series on Modern Crochet! It's fun, easy, and lends itself to a wide variety of projects such as purses, hats, blankets, and endless fiber possibilities. Whether a beginner or seasoned crafter, join us to learn or share tips, techniques, and inspiration while working on your personal project. Registration required.

Events Supported by the Friends & Foundation of the St. Helena Public Library

febrero 2026

BIBLIOTECA PÚBLICA DE ST. HELENA

lunes	martes	miércoles	jueves	viernes	sábado
2	3 Cuentos y Manualidades 10:30am	4 Lotería - Noche de juego en familia 5:30pm 	5 Crochet moderno: Manualidades y plática 5:30pm 	6	7
9	10 Cuentos y Manualidades 10:30am	11 Junta Directiva de la Biblioteca 5:00pm	12 Crochet moderno: Manualidades y plática 5:30pm  Recepción y Demostración de Silverado Handweavers & Spinners Guild 2:00pm 	13	14 
16  CIERRE POR DÍA DE LOS PRESIDENTES	17 Cuentos y Manualidades 10:30am	18 Convivio de adolescentes 3:00pm 	19 Crochet moderno: Manualidades y plática 5:30pm 	20	21 Rock para niños 12:30pm 
23	24 Cuentos y Manualidades 10:30am	25	26 Crochet moderno: Manualidades y plática 5:30pm 	27	28

St Helena Public Library

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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

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Lotería - Noche de juego en familia

miércoles 4 de febrero
5:30 p.m. - 6:30 p.m.

¡A Jugar a la Lotería!
¡Juega unas rondas de Lotería y gana premios!
La lotería es un juego tradicional mexicano que combina cartas y bingo. ¡Habrà bocadillos!
¡Para todas las edades!



Recepción y Demostración de Silverado Handweavers & Spinners Guild

jueves 12 de febrero
2:00 p.m. - 5:30 p.m.

Los Silverado Handweavers & Spinners Guild (Asociación de Tejedores y Hilanderos de Silverado) fue fundada en 1973 por un grupo de artistas dedicados al arte textil en el valle de Napa con el objetivo de promover el tejido y el hilado a mano con un alto nivel de calidad.



Convivio de adolescentes

miércoles, 18 de febrero
3:00 p.m. - 4:30 p.m.

Los estudiantes entre 6.º y 12.º grado están invitados a la Biblioteca Pública de St. Helena el tercer miércoles de cada mes para disfrutar de manualidades, juegos, películas y pasar un rato socializando y relajándose. ¡Esperamos veros allí!



Rock para niños

sábado 21 de febrero
12:30 p.m. - 1:30 p.m.

Con influencias del rock, blues, baladas, folk, jazz y pop, este programa, presentado por Luke Montgomery, refleja y celebra de forma única la vida de los niños que crecen hoy en día. La música es innovadora, inteligente y irresistiblemente atractiva tanto para los niños como para sus padres. ¡Perfecto para niños de 0 a 5 años y sus adultos!



Cuentos y Manualidades

Todos los martes
a las 10:30 a.m.

Acompáñenos en la sala de los niños para divertirse con un cuento y una actividad de manualidades. Para todos los niños.



Crochet moderno:

Manualidades y plática

Todos los jueves
5:30 p.m. - 7:00 p.m.

¡Un programa de manualidades con una serie sobre tejido moderno a ganchillo! Es divertido, fácil y se presta a una amplia variedad de proyectos, como bolsos, gorros, mantas y un sinnúmero de posibilidades con fibras. Regístrese por línea.

Eventos apoyados por los Amigos y la Fundación de la Biblioteca Pública de St. Helena

General Ledger Monthly Operating Expense Rpt



User: kgarcia@cityofsthelema.gov
Printed: 2/4/2026 4:08:54 PM
Period 01 - 08
Fiscal Year 2026

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
101	General Fund					
46	Library					
101-46-00-20-10	Salary-Regular	423,151.00	0.00	235,727.03	187,423.97	44.29
101-46-00-20-20	TempPart Time	74,144.00	0.00	34,580.37	39,563.63	53.36
101-46-00-20-30	Overtime	3,500.00	0.00	0.00	3,500.00	100.00
101-46-00-20-37	Holiday Pay	2,840.00	0.00	1,128.25	1,711.75	60.27
101-46-00-20-40	FICAMedicare	39,273.00	0.00	20,548.09	18,724.91	47.68
101-46-00-20-45	Employer PERS	37,152.00	0.00	18,142.63	19,009.37	51.17
101-46-00-20-47	PERS Unfunded Liability	48,737.00	0.00	48,838.93	-101.93	-0.21
101-46-00-20-55	Health Insurance	130,744.00	0.00	57,319.41	73,424.59	56.16
101-46-00-20-61	Workers Comp	37,156.00	0.00	37,644.47	-488.47	-1.31
101-46-00-20-65	SDI	5,078.00	0.00	2,822.58	2,255.42	44.42
101-46-00-20-75	Deferred Comp	8,301.00	0.00	2,532.93	5,768.07	69.49
101-46-00-20-85	Auto Allowance	2,400.00	0.00	1,336.00	1,064.00	44.33
101-46-00-20-96	Education Reimbursement	1,500.00	0.00	0.00	1,500.00	100.00
20	Salaries & Benefits	813,976.00	0.00	460,620.69	353,355.31	43.41
101-46-00-21-10	Communications	9,500.00	0.00	2,775.94	6,724.06	70.78
101-46-00-21-15	Postage	500.00	0.00	0.00	500.00	100.00
101-46-00-21-22	Utilities	70,000.00	0.00	28,364.41	41,635.59	59.48
101-46-00-21-27	Equipment Lease Exp	10,000.00	0.00	1,953.08	8,046.92	80.47
101-46-00-21-45	Other Contract Services	110,000.00	36,199.23	58,672.32	15,128.45	13.75
101-46-00-21-53	Memberships & Publications	1,000.00	0.00	0.00	1,000.00	100.00
101-46-00-21-55	Training & Conference	7,000.00	0.00	-1,293.67	8,293.67	118.48
21	Services	208,000.00	36,199.23	90,472.08	81,328.69	39.10
101-46-00-22-07	Copies	3,000.00	0.00	593.25	2,406.75	80.23
101-46-00-22-12	Computer Equipment	5,000.00	0.00	0.00	5,000.00	100.00
101-46-00-22-13	Office Supplies	1,500.00	0.00	329.01	1,170.99	78.07
101-46-00-22-15	Special Department Supplies	6,200.00	0.00	2,708.81	3,491.19	56.31
101-46-00-22-16	Library Materials	2,400.00	0.00	0.00	2,400.00	100.00
22	Supplies	18,100.00	0.00	3,631.07	14,468.93	79.94
101-46-00-23-11	Maint Office Equip	5,600.00	0.00	0.00	5,600.00	100.00
101-46-00-23-35	Software Maintenance	9,000.00	0.00	874.50	8,125.50	90.28
23	Maintenance	14,600.00	0.00	874.50	13,725.50	94.01
101-46-00-24-25	Taxes & Other Charges	12,500.00	0.00	10.52	12,489.48	99.92

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
24	Taxes, Insurances & Contributi	12,500.00	0.00	10.52	12,489.48	99.92
00	Administration	1,067,176.00	36,199.23	555,608.86	475,367.91	44.54
380	Friends and Foundation Library					
46						
380-46-00-20-20	TempPart Time	60,000.00	0.00	35,347.38	24,652.62	41.09
380-46-00-20-37	Holiday Pay	2,710.00	0.00	2,303.83	406.17	14.99
380-46-00-20-40	FICAMedicare	4,797.00	0.00	2,880.24	1,916.76	39.96
20	Salaries & Benefits	67,507.00	0.00	40,531.45	26,975.55	39.96
380-46-00-21-10	Communications	2,093.00	0.00	497.02	1,595.98	76.25
21	Services	2,093.00	0.00	497.02	1,595.98	76.25
380-46-00-22-15	Special Department Supplies	0.00	0.00	188.97	-188.97	0.00
380-46-00-22-16	Library Materials	60,400.00	0.00	19,737.17	40,662.83	67.32
380-46-00-22-40	Programming	0.00	0.00	10,149.86	-10,149.86	0.00
380-46-00-22-41	Youth Programs	5,000.00	0.00	600.00	4,400.00	88.00
380-46-00-22-42	Spanish Language Programs	2,500.00	0.00	2,184.00	316.00	12.64
380-46-00-22-43	Adult Programs	2,500.00	0.00	0.00	2,500.00	100.00
22	Supplies	70,400.00	0.00	32,860.00	37,540.00	53.32
380-46-00-23-35	Software Maitenance	10,000.00	0.00	0.00	10,000.00	100.00
23	Maintenance	10,000.00	0.00	0.00	10,000.00	100.00
00	Administration	150,000.00	0.00	73,888.47	76,111.53	50.74
382	Martin Estate Trust Library					
46						
382-46-00-23-35	Software Maintenance	936.00	0.00	800.00	136.00	14.53
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						
384-46-00-22-16	Library Materials	52,000.00	20,000.00	24,280.90	7,719.10	14.84
22	Supplies	52,000.00	20,000.00	24,280.90	7,719.10	14.84
00	Administration	52,000.00	20,000.00	24,280.90	7,719.10	14.84
Grand Total		1,270,112.00	56,199.23	654,578.23	559,334.54	0.4404



**City of St. Helena
Library Board of Trustees
Regular Meeting
St. Helena Library, 1492 Library Lane, St.
Helena CA 94574
Wednesday, January 21, 2026 @ 5:00 PM**

1. **CALL TO ORDER**
Chair Claymon Boeschon called the meeting to order at 5:01:38 PM.
2. **ROLL CALL**
Chair: Deborah Claymon Boeschon
Vice Chair: Gillian Casey
Trustees: Courtenay Fletcher, Dana Johnson, Juana Navarro, Jack Stuart
Youth Advisory Member: ~~Jacob Zuniga~~
Staff Liaison: Mara Strickler, Deputy Director of Community Services – Library
and Ashley Sylvester, Director of Community Services
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. **UPDATES FROM STAFF AND FUTURE AGENDA ITEMS:**
 - 4.1. **The City Librarian reported the following:**
 - Due to Board Member Jonathan Furuta's resignation, there is now an opening for the Library Board. Applications for the position are currently open until filled.
 - Ashley Sylvester has assumed the role of the Director of Community Services. Official announcement to follow.
 - Staff created signage for the Teen Room Policy that will be shared with the Library staff at the next staff meeting.
 - An update on the transition from Solano to Napa Library systems that will tentatively be completed by the end of the fiscal year. The Library has also started creating public-facing materials for the transition.
 - A summary of the monthly expense report.
 - A summary of library use for the month prior.
 - A highlight of upcoming programs

5. **CONSENT ITEMS:**

- 5.1. **Library Board of Trustees Meeting Minutes of 12/10/25**
Vice Chair Casey made a motion to approve the minutes at 5:18:01 PM. The motion was seconded by Board Member Fletcher. The minutes were approved by a quorum of those present.

6. **SCHEDULED MATTERS:**

- 6.1. **Preliminary discussion of 2027 CIP priorities**
The Library Board discussed potential priorities for the 2027 CIP. FFSHPL Executive Director, Deanna M. Griffin, made a public comment.
- 6.2. **Consideration of municipal code related to Chapter 2.52**
The Library Board discussed the municipal code related to Chapter 2.52. FFSHPL Executive Director, Deanna M. Griffin and the FFSHPL President of the Board of Directors, Lisa Camp made a public comment.
- Board Member Stuart made a motion at 5:58:45 PM to make changes to the municipal code related to Chapter 2.52. Vice Chair Casey seconded the motion. A roll call vote was administered by Chair Claymon Boeschen at 5:59:06 PM. All voted in favor of the changes. The motion carried.
- 6.3. **Review of State budget pertaining to public libraries**
The City Librarian shared an update on the state budget and how it directly pertains to the Library. The Board members discussed the information presented. FFSHPL Executive Director, Deanna M. Griffin, made a public comment.

7. **ADJOURNMENT**

- 7.1. Chair Claymon Boeschen adjourned the meeting at 6:11:46 PM.

APPROVED:

ATTEST:

Deborah Claymon Boeschen
Chair, Library Board

Mara Strickler
Deputy Director of Community
Services - Library

<https://www.library.ca.gov/services/to-libraries/success-cards/>

California legislation [SB 321 \(Ashby\) \(external link\)](#) and [updated SB 1329 \(external link\)](#) makes it easier for public libraries to put library cards into the hands of every California child who wants one. The State Library is working with schools and libraries to help make sure every California student has a library card by the third grade.

When schools and libraries work together, children thrive. Student Success Cards foster partnerships that set California's children on the road to success.

What is a Student Success Card?

Student Success cards give students access to books and online resources from their public library, free of charge, through partnerships with local school districts. Typically, California public libraries offer one of three types of Student Success cards:

- **Full Card:** A full library card gives students all the privileges of a traditional library card, including internet access and online resources.
- **Starter Card:** A starter library card allows students limited borrowing access and/or access to online resources.
- **Digital Card:** A digital library card allows students to access the library's electronic resources but does not allow them to borrow any physical materials.

Successful Student Success Card Partnership Programs

- The [Los Angeles Public Library \(external link\)](#), in partnership with the Los Angeles Unified School District, has already distributed over 50,000 Student Success cards to students of all ages.
- The [Sacramento Public Library \(external link\)](#) and local school districts have partnered to enable students to use their student ID number as a public library card to access Sacramento Public Library's digital collection and resources for free.
- The Santa Ana Public Library provides a student success card to students of [Santa Ana Unified School District \(PDF\) \(external link\)](#) and promotes their resource in English, Spanish and Vietnamese.
- The Napa County Library partners with the [Napa Valley Unified School District \(external link\)](#) to provide a "Student OneCard," allowing students to borrow up to five physical items and access all of the public library's digital resources.

Why Student Success Cards Matter

The research is clear: third grade reading achievement can be a make-or-break milestone for student success. Those who can't read proficiently by the third grade will struggle to keep pace with their peers.

California has over 8,000 K-12 public schools, and over 1,000 public libraries. [With one teacher librarian for every 10,000 students \(external link\)](#), California schools often do not have adequate library resources for students.

Public libraries help to fill the gap [by serving as safe places for students after school \(PDF\)](#), [providing homework help](#) or [other online resources](#), and by [helping prevent summer learning loss](#).

Parents know how important libraries are to their children. Libraries are welcoming spaces where students can check out books and access reliable online resources to improve literacy and build important critical thinking skills. Parents value libraries because they provide their children with information and resources that are not available at home.

By working together to put library cards in the hands of students who need them, schools and libraries can improve outcomes for students in every part of our state.

Background

[SB 321 \(Ashby\) \(external link\)](#) and [updated SB 1329 \(external link\)](#) asks the State Library to:

- Offer resources to assist public libraries and schools in finding strategies that work best for their communities.
- Coordinate with public libraries to determine the most effective means to ensure each student is issued a Student Success card by third grade.
- Ensure that partnerships between public libraries and schools have been established to issue Student Success cards.



Privacy and Confidentiality Policy

Adopted by the Library Board, 0 00, 2000

This policy describes patron privacy and confidentiality rights, the steps that the St. Helena Public Library takes to respect and protect patron privacy when using the Library's resources, and how the Library manages personally identifiable information that may be collected.

In accordance with existing law, as well as the ethics and practices of the profession, the St. Helena Public Library is committed to the privacy and confidentiality of our patrons and visitors. The confidentiality of Library records is protected by [Section 7927.105](#) (formerly Section 6267) of the California Government Code. Additionally, in accordance with the [American Library Association's Code of Ethics](#), the St. Helena Public Library protects each library user's right to privacy and confidentiality with respect to information sought or received and resources consulted, borrowed, acquired or transmitted.

Protected patron information and records include, but is not limited to the following:

- registration records, including any information required to obtain a Library card, including but not limited to name, address, telephone number, and email address
- circulation records, including any information which identifies the materials patrons have accessed or borrowed from the Library
- program registration and attendance
- computer registration and use history
- database search records
- reference interviews, including any information patrons provide for the purpose of locating particular resources or information
- interlibrary loan transactions

The City Librarian is designated as the lawful custodian of records. Any records requests should be submitted in writing to the City Librarian, along with any legal documentation, for review. It is the policy of the St. Helena Public Library not to release information that would reveal the identity of a Library patron who checked out or used certain materials or requested an item or information from the Library. Information concerning the account of a patron will be released to that person only, with the exemption that the lawful custodian may release information to the parent or guardian of a minor child only for the purposes of recovering overdue materials and settling accounts for late, lost, or damaged materials, and for other matters related to the recovery of material or charges incurred by minor children. Registration records are used by the Library to contact customers regarding Library issues, including overdue items, requested materials, program participation, etc. The St. Helena Public Library will not distribute or sell any patron information to a third party.