

How to Watch or Listen to the Napa County Library Commission Meeting



The Napa County Library Commission will continue to meet pursuant to the 2026 calendar available at the following link:

<https://www.countyofnapa.org/1356/Napa-County-Library-Commission>

The commission realizes that not all County residents have the same ways to stay engaged, so several alternatives are offered. Please watch or listen to the Library Commission meeting in one of the following ways:

1. Listen on your cell phone via Zoom at

- One tap mobile +1 669 900 6833 US (*San Jose*)
- then enter Meeting ID 849 7107 6393 once you have joined the meeting
- Password: 488518

2. Watch via the Internet – view the Live Stream via Zoom at the following link:

- <https://countyofnapa.zoom.us/j/84971076393?pwd=Rlp3ZWZjTzIUCG5PbTAtanwUis5d2tSZz09>
- then enter Meeting ID 849 7107 6393
- Password: 488518

You may submit public comment for any item that appears on the agenda or general public comment for any item or issue that does not appear on the agenda, as follows:

3. Via email: send your comment to the following email address: library@countyofnapa.org

Please provide your name and indicate the agenda item upon which you are commenting. Email messages received after 4:00 p.m. may be read into the record following public comment provided in person or via telephone as directed by the Commission Chair.

Note: Please mute all audio on your devices and do not use the speakerphone function prior to calling in to prevent echoing.

The above-identified measures exceed all legal requirements for participation and public comment, including those imposed by the Ralph M. Brown Act. If you have any questions, contact us via telephone at:

707-253-4241

anthony.halstead@countyofnapa.org



*Our mission is
to enrich people's lives
with books and information.*

NAPA COUNTY LIBRARY COMMISSION

January 08, 2025

5:00 p.m.

Napa County Library

580 Coombs St. Napa, CA 94559

LIBRARY COMMISSIONERS

Appointed by

Matthew S. Reid	City of Calistoga
Caroline A. Haythornthwaite	Napa County
Monica Conners	Napa County
Myrna David	Town of Yountville
Molly A. Adams	City of Napa
Linda Nellett	City of Napa
Aisha Nasir	City of American Canyon
Yuan D'Antilio	Napa County
Santiago Flores	Student Representative

LIBRARY DIRECTOR

Anthony Halstead

SENIOR OFFICE ASSISTANT

Luz Maria Gallegos

AGENDA

Any member of the audience desiring to address the Commission on a matter on the agenda please proceed to the rostrum and, after receiving recognition from the Chair, give your name and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Chair or Commission and has been set at 3 minutes per speaker.

1. Call to Order: Roll Call
2. Adoption of Agenda Order
3. Approval of the minutes
 - a. Discussion and Possible Action for the Approval of the Thursday November 08, 2025, Library Commission Special Meeting Minutes. (Members Myrna David, Caroline A. Haythornthwaite, Linda Nellett, Yuan D'Antilio, Aisha Nasir, Matthew S. Reid, and Monica Conners were present).

4. Public Comment

At this time, anyone may address the Library Commission regarding any subject over which the Commission has jurisdiction, but which is not on today's posted agenda. In order to provide all interested parties an opportunity to speak, time limitations shall be at the discretion of the Chair. As required by Government Code, no action or discussion will be undertaken on any item raised during this Public Comment period.

5. Old Business- none

6. New Business

- a. The Friends of the Napa County Library President, Sandy Fagan
- b. The Napa County Library Foundation President, Francis Houser
- c. AI conference guest speaker, library staff

7. Library Director's Comments and Announcements

8. Legislation
9. Commissioners' Comments
10. Agenda Building
11. Set Date, Time, and Place of the Next Meeting:

March 05, 2026

5:00pm

Napa County Library

580 Combs Street

Napa, CA 94559

12. Adjournment:

If requested, the agenda and documents in the agenda packet shall be made available in appropriate alternative formats to persons with a disability. Requests for disability related modifications or accommodations, aids or services may be made to the Library Business Office no less than 72 hours prior to the meeting date by calling (707) 253-4242.

Note: Agenda closes at 5:00 p.m. on Friday 10 days preceding the Commission Meeting. Support materials for the agenda are available for review at the Napa County Library headquarters, 580 Coombs Street, Napa, CA 94559, and all branch libraries.

Telephone: (707) 253-4242. FAX (707) 253-4615.

NAPA COUNTY LIBRARY COMMISSION MINUTES

November 05, 2025

Draft Summary of Proceedings

Prior to roll call, I would like to make clear for the record of this meeting, and it should be reflected in the minutes, that at least a portion of this Napa County Library Commission meeting is conducted pursuant to California Government Code Section 54953 and Governor's Executive Order N-25-20, in that a portion of the commission are participating by videoconference.

[All votes will be done by roll call]

CALL TO ORDER; ROLL CALL

The Library Commission of the County of Napa met on Thursday November 06, 2025, at the Napa County Library. The meeting was called to order at 5:02 p.m. with the following commissioners present Matthew S. Reid, Caroline A. Haythornthwaite, Monica Conners, Myrna David, Linda Nellett, Yuan D'Antilio, and Aisha Nasir. (Absent: Molly A. Adams)

ADOPTION OF THE AGENDA ORDER:

Motion moved by Commissioner Nasir and seconded by Commissioner Haythornthwaite to accept the agenda order. Motion passed unanimously 7-0, with Myrna David, Caroline A. Haythornthwaite, Linda Nellett, Monica Conners, Yuan D'Antilio, Aisha Nasir, and Matthew S. Reid voting yes.

APPROVAL OF THE MINUTES:

1. Discussion and possible action for the approval of the Thursday September 11, 2025, Library Commission Meeting Minutes (members present Matthew S. Reid, Caroline A. Haythornthwaite, Monica Conners, Myrna David, Molly A. Adams, and Linda Nellett.

Motion moved by Commissioner Haythornthwaite and seconded by Commissioner Reid to approve the minutes as amended. Motion passed unanimously 7-0, with Myrna David, Caroline A. Haythornthwaite, Linda Nellett, Monica Conners, Yuan D'Antilio, and Matthew S. Reid voting yes.

PUBLIC COMMENT: None

OLD BUSINESS: None

NEW BUSINESS:

- a. New Student Commissioner

Introduction of new student commissioner, Santiago Flores. Santiago shared that he is a senior at Napa High and shared that he took this opportunity as a commissioner to contribute and help out. Santiago shared that the library has helped him over the years, with his family members attending classes at the library and he would like to give back in one way or another.

- b. Discuss individual Friends of the Library and Library Commission and possible non-voting ex officio membership by Commission members.

Commissioner David mentioned that the Friends of the Library meet every other month and serves as an ex officio member. She emphasized the importance of being involved, highlighting a robust budget for library projects. The Friends also collaborate with Yountville on initiatives such as the bookmark story contest. The primary agenda of the Friends is to be attentive to the funding requests of the library. Additionally, the Friends organize book sales and offer gently used books for sale. If interested, commissioners might consider volunteering.

The Library Director added that the Friends host three major book sales at the Napa Library, alongside ongoing lobby sales. In American Canyon, sales are continuous, with at least two significant sales each year. In Calistoga, sales are limited to lobby or outdoor events, like the market. The Friends need assistance in organizing and managing these sales, whether locally or within the broader system. Each library has its own Friends group, which operates as an independent non-profit organization within their respective towns.

Library Director commented that The Napa County Library Foundation has a total funding of 1.5 million, \$50k allocated to the library. The Foundation can support things such as literacy grant money, that the library itself cannot fund. Books are distributed to the community as the Foundation sees fit. We view the Foundation as a pass-through entity to provide resources not funded by county tax dollars, as we cannot allocate tax funded resources for this purpose. The Library Director will contact the Friends and Foundation group presidents to invite them to the upcoming commission meeting.

- c. Commissioner comments for their represented jurisdictions

Commissioner Nasir discussed her efforts to connect with council members in American Canyon to understand the vision for the town's future. She suggested the idea of

another community center due to the town's expansion. Commissioner Nasir also commented that the current location of the American Canyon Library feels spooky, and unwelcoming suggested better lighting or a different location all together, as the existing parking lot is quiet with only the post office nearby. The community loves the library, and the library is doing their part but bridging the gap with the town is essential. Library Director commented that improving lighting could be one area that he can look into but moving into new building is unlikely as that would be costly. Library Director will talk to city manager in terms of development and perhaps find a way to have a satellite location.

Commissioner Reid commented on Calistoga, highlighting the strength of a small but mighty group of friends that need support and assistance. This marks the first year we will be loading in students' ID cards for access to library resources. The Library Director commented that having classes visit every single week during the summer was a great success.

Library Director commented that it is now state law for schools and public to engage in discussion about opportunities for students to access resources.

d. 2026 Library Commission meeting schedule

2026 meeting schedule distributed to the commission.

LIBRARY DIRECTOR'S COMMENTS AND ANNOUNCEMENTS:

The Library Director announced some developing news for the Napa Library. First, the Napa Library will now be taking on the catalog for St. Helena County Library, allowing for the interchange books and library cards between the two libraries. Addition, three major initiatives are underway: 1) A "Level of Love" survey for our website has garnered over 400 responses on the first day. Our new website and catalog will be integrated to look and function as one. 2) The Board of Supervisors has approved a new strategic plan outlining objectives for the county. We are currently seeking a consultant to help us meet these goals, include partnerships and programs such as building and planning, as well as bicycle collation initiatives. Focus group meetings will be held to gather community input. For now, we are just focused on finding the right consultant to integrate the county document into the library's operation. 3) The American Canyon Library will be closed the month of December for several upgrades, including carpet

replacement, painting, new furniture, and new front door, updated street and building signs, including the look of the community meeting room.

LEGISLATION:

The Library Director announced that he is actively working to restore the library's budget by reaching out to government officials. He has sent letters and has a call with Cabaldon to discuss the restoration of funds. Board members are also submitting requests to the state. Additionally, if you have the opportunity, consider writing to your Governor to support the effort to restore library funding to \$5 million. The California Library Association has recommended this amount not only recover the funds from two years ago but also to support new programs. The Library Director will provide updates and share the letter that was sent to Cabaldon.

The Library Director announced that he has an update to our policy because of California law- the local policy changes will be finalized and presented to the board, and the bill's text will be shared with the commission.

COMMISSIONER COMMENTS:

Commissioner David announced the following events: On Friday, 11/14, there will be an art reception at the library from 6:15 to 7:30 PM, featuring artist Lori Bywater. On Saturday, 11/15, the Yountville Library will host a jigsaw competition with a puzzle swap at 10 AM. Supervisor Joell Gallagher shared in her newsletter that she will be hosting a holiday party on Thursday, 12/11, at the Napa Valley Yacht Club. Additionally, Supervisor Anne Contrell will be hosting a holiday party on 12/11 from 5 to 7 PM at the Calistoga Library. The Library Director will email each supervisor to ensure the commissioners receive direct invitations to their holiday parties. Additionally, he recommended that each commissioner subscribe to their board and district newsletters.

AGENDA BUILDING:

- 1) **The Friends of the Napa County Library guest speaker, Sandry P.**
- 2) **The Napa County Library Foundation guest speaker, Francis Houser**
- 3) **AI conference guest speaker, library staff**

SET DATE, TIME, AND PLACE OF NEXT MEETING:

**Thursday January 8, 2025
5:00 p.m.
Napa County Library
580 Coombs Street
Napa, CA 94559**

ADJOURN:

Meeting adjourned at 6:30 p.m.

Luz Maria Gallegos

Senior Office Assistant

DRAFT