

Minutes
CITY OF GLENDORA
LIBRARY BOARD OF TRUSTEES – Regular Meeting

Library-Bidwell Forum
140 S. Glendora Ave, Glendora CA 91741

January 25, 2010
7:00 p.m.

The Regular Meeting of the Glendora Library Board of Trustees was called to order at 7:00 p.m. by President Tricia Gomer.

Board members Present: Debbie Deal, Tricia Gomer, Bill Robinett, Helen Storland, Mike Conway

Board Members Absent: None

Staff Present: Robin Weed-Brown, Library Director; Elke Cathel, Administrative Assistant;

2. PUBLIC COMMENT PERIOD

There was no public comment.

3. ADOPTION OF AGENDA

4. CONSENT CALENDAR

4.1 It was MSC (Deal/Robinett) to approve Minutes of meeting of December 21, 2009. The motion carried 4-0-1 as follows: AYES: Gomer, Storland, Deal, Robinett; NOES: None; ABSENT: None; ABSTAIN: Conway.

5. REPORT OF LIBRARY DIRECTOR

Weed-Brown handed out the complete 11-page library statistics document for the Board to review. She reminded the Board that the library was closed for part of December 2008 due to flooding.

Weed-Brown asked if any Board members are interested in attending the CALTAC workshop on March 13 at the Crowell Public Library in San Marino. Storland, Gomer, Deal and Conway stated their interest. Robinett said he will be out of town.

Weed-Brown handed out invitations for a Read-In held at Washington School. Carol Gilkinson, a teacher working in the Charter Oak School District and a former Library Board Trustee, invited the Board and Weed-Brown to participate. Weed-Brown asked any interested Board members to call the number on the invitation.

Weed-Brown informed the Board that Glendora Library is up-to-date on its national and state reporting responsibilities.

Robinett asked if Weed-Brown received any feedback on the memo she sent regarding the security cameras inside and outside the library. Weed-Brown replied that she had not.

In response to a question from Storland, Weed-Brown replied that the Donor Recognition will be held on February 5. Daughters of the American Revolution Serrano Chapter & Past Regents of Serrano Chapter and Delta Kappa Gamma Society – Delta Nu Chapter will be recognized at this event. Gomer confirmed that she will speak on behalf of the Board at this event.

Gomer thanked Weed-Brown for including the article *A Perfect Storm Brewing: Budget cuts threaten public library services*. She commented how this very interesting article highlights the fact that at a time when people are in most need of library services, libraries are forced to reduce staff or close doors due to budget cuts.

The Board discussed how Glendora Library statistics compare to the data listed in the article on usage of public workstations. Weed-Brown explained that there are several reasons Glendora Library is not experiencing an increase in public computer usage. These include the decrease in open hours, the 90 minute limit on the public computers, as well as the static number of computer workstations. In response to a question from Conway, Weed-Brown replied that there have not been any cuts relating to public computers.

Conway voiced his concern that Weed-Brown was not notified when city staff came into the library to review locations for the proposed security equipment. He asked why a security system is deemed necessary at this time. Weed-Brown replied that this approach is city-wide. She has not had direct conversation with city administration regarding this issue. She confirmed that the PD has always been able to come to the library in time when there was a security need. Weed-Brown said that she will keep the Board informed regarding this issue.

In response to a question from Robinett, Weed-Brown replied that the gingerbread houses craft went well. She explained that the program was handled completely different this year. In the past, the program was held at specific times and dates and the gingerbread houses were made from Graham crackers and decorated with candy. This year the event ran every day for an entire week with paper being used to create and decorate the houses. Parents and siblings were seen participating in the craft. Deal commented that the paper gingerbread houses were very nice.

6. UNFINISHED BUSINESS

6.1 Parking Survey Data Discussion

Weed-Brown reminded the Board that the data collected from the parking survey was distributed at the September 2009 Board meeting. The survey was then scheduled for discussion in November. At the November Board meeting it was requested to delay discussion, so that the data could be reviewed properly.

The Trustees discussed the parking survey data. They agreed that it is helpful to have hard data, as requests for change cannot be made without it. The Board discussed possible solutions. Gomer stated that many of the survey comments were not unexpected.

Following discussion, the Board asked Weed-Brown to craft a summary page for the survey. A brief overview of the results of the parking survey will be presented to the City Council.

Weed-Brown reminded the Board that last year's State of the Library meeting was held in April. The Board agreed to send a request to City Council to ask for a joint meeting on April 27, 2010.

7. NEW BUSINESS

7.1 Budget 2010/2011

Weed-Brown informed the Board that she has not received any specific feedback from the City Manager regarding the budget. Weed-Brown provided the Board with a chart that illustrates where past cuts were made.

The Board discussed this year's budget and the cuts that had to be made. Weed-Brown pointed out that everybody in the library does more than one job. One person being gone affects coverage in several areas. She commented that the library has lost numerous part-time positions, as well as one full-time position.

Weed-Brown reminded the Board that the library received increases in the book budget several years ago, as the book budget was below average for a library this size. The library also had greater flexibility due to more part-time hours.

Weed-Brown stated that if additional requests for cuts are made, the Library Board will need to give direction on what to eliminate. Robinett asked that this discussion be brought back next month.

7.2 Library Board Awards

The Board reviewed the awards information. Gomer suggested the Board give this some thought to see if there is someone who could be nominated.

Gomer stated that if and when the Library Board determines that there is someone they would like to recognize, they will have to think of a venue at that time.

7.3 Library Board Staff Appreciation

For Robinett's benefit, the Board elaborated on past staff appreciation luncheons. Storland and Gomer agreed that last year's luncheon was enjoyed by all employees who attended. Weed-Brown verified that National Library Worker's Day is April 13. Deal offered to work on a menu and bring it to the next Board meeting. Robinett stated that it will be great for the Board to meet all the employees.

8. BOARD MEMBER ITEMS

8.1 Library Events Calendar

The Board reviewed the events calendar.

8.2 Agenda Planning Calendar

Gomer pointed out that the next Board meeting will take place February 22 due to the President's Holiday.

8.3 Board member items

Deal stated that she enjoyed Annette Whistler's farewell. The Board agreed that it was a very nice event, which was also enjoyed by Annette herself. Deal is looking forward to the Donor Recognition and Trivia. Soliciting for Trivia will begin this Friday.

Storland attended a musical last week at the Darling Library Rotunda. It was wonderful. She commented on the many wonderful things available in Glendora.

There being no further business, the meeting adjourned at 9:13 p.m.

Respectfully Submitted,

Robin Weed-Brown, Library Director

*The above minutes are subject to the Library Board's additions or corrections and final approval.