

Minutes
CITY OF GLENDORA
LIBRARY BOARD OF TRUSTEES – Regular Meeting

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

June 21, 2010
7:00 p.m.

The Regular Meeting of the Glendora Library Board of Trustees was called to order at 7:07 p.m. by Vice President Debbie Deal.

Board Members Present: Debbie Deal, Bill Robinett, Helen Storland, Mike Conway

Board Members Absent: Tricia Gomer

Staff Present: Robin Weed-Brown, Library Director; Cindy Romero, Senior Librarian-Youth Services; Elke Cathel, Administrative Assistant;

2. PUBLIC COMMENT PERIOD

There was no public comment.

3. ADOPTION OF AGENDA

It was MSC (Robinett/Storland) to approve the Library Board meeting agenda for June 21, 2010. The motion carried 4-0-1 as follows: AYES: Deal, Robinett, Storland, Conway; NOES: None; ABSENT: Gomer; ABSTAIN: None.

4. CONSENT CALENDAR

It was MSC (Conway/Storland) to approve item (1) on the consent calendar as presented, minutes of the meeting of May 17, 2010. The motion carried 4-0-1 as follows: AYES: Deal, Robinett, Storland, Conway; NOES: None; ABSENT: Gomer; ABSTAIN: None.

5. REPORT OF LIBRARY DIRECTOR

Cindy Romero provided details on the four Summer Reading Clubs, including information about this year's give-aways. She stated that this year all four clubs were once again restructured. Romero handed out give-away bags with samples of this year's prizes. She expressed her satisfaction with the turnout for the start of this year's Summer Reading Club. 157 babies, 972 children and 230 teens are registered this year compared to 134 babies, 911 children and 185 teens last year at this time. Registration is on-going throughout the 6-week program.

Romero pointed out that all children and teens registering for Summer Reading Club receive a free book. Adults registering for the Adult Summer Reading Club do so by either turning in a book review card or completing a book review card online. Romero added that online book review cards are new this year. So far 23 participants have

turned in book reviews for a total of 32 book reviews. 12 of these reviews were completed online, a new option this year.

Romero noted that all of the give-away books were donated by the Friends Foundation. She added that the Foundation received a Target grant last year, which is supplementing this year's Children's Summer Reading Club.

Romero elaborated on the extensive outreach done to promote Summer Reading Club. Weed-Brown commended Romero and her staff for the incredible outreach done every year. This year, Youth Services staff visited public and private schools in Glendora. Free books and Summer Reading Club forms were also sent to all preschools in Glendora.

Weed-Brown pointed out that planning for next year's Summer Reading Club will start in August of this year. It takes careful planning, as the bookmark contest, usually held in January and February, is also tied into the Summer Reading Club with the winning bookmarks being available during Summer Reading Club. Storland commented that people in Glendora should be pleased with the wonderful library programs being offered. The Board commended Romero and her staff for doing a tremendous job.

Romero stated that currently there are approximately 100 Summer Reading Club volunteers. Children can start volunteering once they are 10 years old. Romero reminded the Board about the upcoming volunteer recognition event.

In response to a question from Weed-Brown, the Board members stated that they were fine with printing the Board packet two-sided to save money and resources.

Weed-Brown presented an idea for a community-wide program that she has been thinking about. This program ties into a program offered by ALA (American Library Association). Discussion followed.

Weed-Brown presented Deal with a paperweight to recognize her for completing her first term on the Library Board.

The Board was very pleased that Weed-Brown will be Chair of the Southern California Library Cooperative, which encompasses public libraries in Orange, Los Angeles and Ventura County. The Trustees recognized that this is quite an honor and accomplishment.

Deal thanked staff for the great pictures in the Board packet.

6. UNFINISHED BUSINESS

6.1 Budget 2010/11

Weed-Brown informed the Board that the hours open to the public were reconfigured after staff analyzed use patterns for last fiscal year and this fiscal year. She added that usage statistics revealed that Wednesday nights are busier than Tuesday nights. The

proposed new hours will provide the public with access to the library during peak demand times. The Board discussed the proposed hours.

Weed-Brown and the Board reviewed the proposed line items cuts. Weed-Brown stated that the biggest cut has been made to the book budget. She expressed her hope that money to supplement the book budget will be raised at Night on the Plaza. In response to a question from Conway, Weed-Brown replied that the cuts will definitely have a high impact on the library.

Weed-Brown and the Board reviewed handout #1, which shows the library's 09/10 line items as of this morning. The Library has 6% of its 09/10 budget left. Weed-Brown informed the Board that handout #2 is a selection of pages from the proposed 10/11 budget, which is available online. Weed-Brown offered to lend her copy of the proposed budget to any interested board members.

It was MSC (Robinett/Storland) to accept the budget as presented by staff. The motion carried 4-0-1 as follows: AYES: Deal, Robinett, Storland, Conway; NOES: None; ABSENT: Gomer; ABSTAIN: None.

6.2 Review of finalized goals for FY 10/11

Weed-Brown stated that the City Manager has approved the finalized goals. She reminded the Board members that they have already seen these goals in draft form. Discussion followed.

It was MSC (Storland/Conway) to approve the library's goals for FY 10/11 as presented by staff. The motion carried 4-0-1 as follows: AYES: Deal, Robinett, Storland, Conway; NOES: None; ABSENT: Gomer; ABSTAIN: None.

The Board discussed Weed-Brown's appointment to Chair of SCLC starting in July.

It was MSC (Robinett/Storland) that the Board commend Weed-Brown on receiving the very prestigious appointment for chair of SCLA and for the Board to salute her and acknowledge her in this matter. The motion carried 4-0-1 as follows: AYES: Deal, Robinett, Storland, Conway; NOES: None; ABSENT: Gomer; ABSTAIN: None.

Robinett stated that he will see if it is possible to recognize Weed-Brown for this appointment at the City Council level.

7. NEW BUSINESS

7.1 Outcomes of library's goals for FY 09/10

The Board reviewed the outcomes of this year's library goals. Robinett commended Weed-Brown for well-written goals. Deal stated that the goals are very thorough. They show how much the Library did this year.

7.2 Review of library narrative for FY 10/11

Weed-Brown informed the Board that the document included in the Board packet is the final narrative that was put in the FY 2010/11 budget document. Weed-Brown and the Board reviewed and discussed the document.

7.3 Library Events calendar

The Board reviewed the events calendar. Deal pointed out the Night on the Plaza event on July 17 and the next Board meeting on July 19, 2010.

8. BOARD MEMBER ITEMS

8.1 Agenda Planning Calendar

The Board reviewed the proposed agenda calendar and the list of library policies. Weed-Brown stated that the items currently listed on next year's agenda planning calendar are items that the Board addresses every year. The Board identified procedures to review next fiscal year.

Deal asked the Board members to look over the list of library policies and make recommendations at the next meeting.

8.2 Board member items

Storland stated that she enjoyed the YWCA Awards Luncheon at Cal Poly. It was nice to be there to see Kitty Garvey receive her award. Weed-Brown thanked Storland for attending.

Deal congratulated Kitty Garvey on her YWCA Woman of Achievement award. Deal is looking forward to Night on the Plaza.

There being no further business, the meeting adjourned at 9:20 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.