

Minutes  
**CITY OF GLENDORA**  
**LIBRARY BOARD OF TRUSTEES – Regular Meeting**

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

August 15, 2011  
7:00 p.m.

**CALL MEETING TO ORDER**

The Regular Meeting of the Glendora Library Board of Trustees was called to order at 7:05 p.m. by President Storland.

**ROLL CALL**

Board Members Present: Bill Robinett, Helen Storland Tricia Gomer, Mike Conway

Board Members Absent: Debbie Deal

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

**SPECIAL ITEMS - None**

**PUBLIC COMMENT**

As there was no one wishing to speak, President Storland closed the Public Comment Period.

**REORDERING OF AND ADDITIONS TO THE AGENDA**

It was MSC (Gomer/Robinett) to adopt the Library Board meeting agenda for August 15, 2011 as presented. The motion carried 4-0-1 as follows: AYES: Storland, Gomer, Conway, Robinett; NOES: None; ABSENT: Deal.

**CONSENT CALENDAR**

1. Board of Library Trustees Minutes of meeting of July 18, 2011

It was MSC (Robinett/Storland) to approve item (1) on the consent calendar, minutes of the meeting of July 18, 2011. The motion carried 2-0-2-1 as follows: AYES: Storland, Robinett; NOES: None; ABSTAIN: Conway, Gomer; ABSENT: Deal.

**REPORT OF LIBRARY DIRECTOR**

2. Presentation of the report of the Library Director

Weed-Brown reported that Senior Librarian-Youth Services Romero was interviewed for an article in the magazine *AudioFile*. Unfortunately, it was too late to include a copy of the article in this month's Board packet. Adult Reference Librarian Sandy Krause was also recently featured in an article in the Highlander.

Weed-Brown reminded the Board that in 2002 the Glendora Library offered a city-wide *One City, One Book* program as part of a state-wide program. She stated that *California Reads*, a grant and resource program of the California Council for the Humanities, is again offering grants to do a state-wide read. The theme is *Searching for Democracy*. Weed-Brown explained that Glendora Library is eligible to apply for up to \$7,500 in grant funds. The deadline to apply is October 31, 2011. The community-wide reading and discussion opportunities, as well as scheduled programs need to take place between March and November 2012.

Weed-Brown stated that she has asked staff to write a grant proposal. She added that this grant would provide an opportunity to participate in a state-wide activity with minimal expense. Weed-Brown elaborated on possible programs, book discussion opportunities and partnerships to make this a community-wide event.

Weed-Brown informed the Board that the Library's restructuring proposal will be on the City Council agenda on August 23, 2011. She reminded the Board that Library Administration had a goal in FY 10/11 to review and evaluate the current library structure with a view towards community needs in the next decade. Out of that goal grew the Library's strategic plan that involved the entire library staff. It was during the library's strategic planning process that Anne Pankow announced her retirement. This was enfolded in the strategic planning process. The Library's restructuring proposal developed out of the strategic planning process, along with the current fiscal realities.

The Board discussed at length the consequences of eliminating the Assistant Library Director position. They voiced their disappointment that this position was lost and that there are no plans to reinstate it. They voiced their hope that when financial stability returns, a 2<sup>nd</sup> in command will be re-established for the Library, as is consistent with business protocol. The Board members agreed that a 2<sup>nd</sup> in command is necessary to stabilize an organizational structure.

Discussion followed on the city's allocation of budget cuts for FY 11/12 and the library's portion of them. Weed-Brown stated that the City Manager explained at a recent City Council meeting that the cuts were based on each department's part of the budget and its revenue.

## **UNFINISHED BUSINESS**

### **3. Library Board Goals for FY 11/12**

The Board reviewed last year's goals. Following discussion, it was suggested to change last year's objectives to goals for this fiscal year and create objectives under each goal.

Weed-Brown stated that she will update the document as agreed upon by the Board. She will bring it back for further discussion at the next Board meeting.

#### **4. Library Trustee Public Service Award**

President Storland updated the Board on the progress. The Board finalized the details of the award and the presentation.

### **NEW BUSINESS**

#### **5. Final budget accounting report for FY 10/11**

The Board reviewed and discussed the final budget accounting report for FY 10/11. Weed-Brown reported that overall the library came in .19% under budget, even with the additional expenditures approved by City Administration.

#### **6. Library Events Calendar**

The Board reviewed the events calendar. Weed-Brown pointed out the new hours for story time. She added that 'Stay and Play' is growing in popularity.

### **BOARD MEMBER ITEMS**

#### **7. Agenda Planning Calendar**

The Library Board reviewed the agenda planning calendar. The Board agreed to add Library Board Goals for FY 11/12 to next month's agenda.

#### **8. Board member items and announcements**

Storland shared her excitement at the library offering opera talks again this fall.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 9:15 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.