City of Glendora Minutes Board of Library Trustees Regular



Monday, September 17, 2012 City Council Chambers 116 E. Foothill Boulevard Glendora, CA 91741

CALL TO ORDER

The REGULAR MEETING of the City of Glendora Board of Library Trustees was called to order at 7:00 p.m. by President Gomer.

ROLL CALL

Board Members Present: President Tricia Gomer, Vice-President Debbie Deal, Trustee Patrick Hollanders and Trustee Helen Storland

Board Members Absent: None

Staff Members Present: Library Director Robin Weed-Brown, Senior Librarian Cindy Romero and Management Analyst Elke Cathel

SPECIAL ITEMS -None

PUBLIC COMMENT

President Gomer **OPENED** the Public Comment Period.

As there was no one wishing to speak, President Gomer CLOSED the Public Comment Period.

REORDERING OF AND ADDITIONS TO THE AGENDA

It was MSC (Deal/Storland) to adopt the Board of Library Trustees meeting agenda for September 17, 2012 with the addition of the item *Appointment of new Friends Foundation Liaison* under New Business.

The motion carried 4-0 as follows: AYES: Storland, Gomer, Hollanders, Deal; NOES: None; ABSENT: None; ABSTAIN: None.

CONSENT CALENDAR

It was MSC (Storland/Hollanders) to approve Consent Calendar Item #1, minutes of the Library Board meeting of August 20, 2012 as presented.

The motion carried 4-0 as follows: AYES: Gomer, Storland, Hollanders, Deal; NOES: None; ABSENT: None; ABSTAIN: None.

1. Minutes of meeting of August 20, 2012

REPORT OF LIBRARY DIRECTOR (Informational)

2. Presentation of the report of the Library Director

Weed-Brown informed the Board that interviews for the vacant Board of Library Trustee position have been scheduled for October 9, 2012 at 6:15 p.m.

Weed-Brown updated the Board on the Library's RFID project. Having encountered several delays in starting the project, the estimated completion date is Thanksgiving. The process of tagging library material is taking longer than anticipated, partly due to staffing limitations and furloughs. Weed-Brown reported that library staff is currently training volunteers to help with the tagging process. The order for the equipment will be placed within the next week, as it takes approximately 10 weeks to arrive.

Weed-Brown reminded the Board that the first program in the *One Community-One Book* event will take place September 24, 2012 in Bidwell Forum. It is being provided in partnership with the Glendora Historical Society and Azusa Pacific University.

Weed-Brown stated that she received several positive comments regarding the literacy program held this last weekend.

Trustee Hollanders asked that Weed-Brown provide a summary of the answers to the "small town atmosphere" question Weed-Brown posed to community members. Weed-Brown confirmed that she would report back to the Board. She added that the comments received so far range from Glendora's physical setting to knowing your neighbors and your community.

Trustee Hollanders commented on the article *Helping Users Help Themselves*.

Weed-Brown confirmed that the Trustees will get a hands-on demonstration of the self-checkout equipment once the RFID project has been completed.

The Trustees commented on the article *Café a new chapter for Walnut Creek Library*. Weed-Brown stated that Support Services Manager Baffigo has started exploring the possibility of offering beverages and snacks in the library using a vending machine. Baffigo will also research possible partnerships with local businesses. Costs and impacts, as well as legal requirements, will need to be evaluated. Weed-Brown stated that she may have an update for the Board on the library's options by the beginning of 2013.

In response to a question, Weed-Brown replied that staff contacted Redbox to see about getting one of their machines installed in the library. Weed-Brown stated that Redbox feels they have saturated the local market and declined to work with the library. Library staff is currently exploring other revenue options, such as having a link for Amazon on the library website.

3. Summer Reading Club Wrap-Up

Senior Librarian Romero provided an overview of this year's Summer Reading Club. She thanked the Friends Foundation for funding this program in its entirety.

The Board commented on the 2012 Summer Reading Club and commended Romero and her staff for another successful summer program.

UNFINISHED BUSINESS - None

NEW BUSINESS

4. Library Holiday Hours for 2012

The Board discussed the recommended library holiday hours and possible impacts of closing the Saturdays before the holidays. Vice President Deal commented in favor of closing the Saturdays before the holidays.

It was MSC (Deal/Hollanders) to approve closing the library on Saturday, December 22, 2012 and Saturday, December 29, 2012 in addition to the recommended holiday hours for the library.

The motion carried 4-0 as follows: AYES: Gomer, Storland, Hollanders, Deal; NOES: None; ABSENT: None; ABSTAIN: None.

5. Library Events Calendar

The Board of Library Trustees reviewed the events calendar.

6. Appointment of new Friends Foundation Liaison

Trustee Storland stated that she is stepping down from her position as Friends Foundation Liaison to focus on coordinating the Library's Opera Talks.

It was MSC (Deal/Storland) to appoint Trustee Hollanders as Friends Foundation Liaison to replace Trustee Storland.

The motion carried 4-0 as follows: AYES: Gomer, Storland, Hollanders, Deal; NOES: None; ABSENT: None; ABSTAIN: None.

BOARD MEMBER ITEMS

6. Agenda Planning Calendar (no action will be taken on any item brought up at this time)

Deal asked that a report on the Battle of the Books be presented at the October Board meeting. She asked that the Board of Library Trustees receive a hands-on demonstration of the self-checkout process in November, if the project has been completed by then. Deal also asked for a report on the library's *One Community-One Book* event in November.

Weed-Brown stated that she will provide a report on the library's 5-year service goal within the next 2 months.

Hollanders voiced his hope to have a report on the opportunities for food/beverage service at the library at the beginning of 2013. He also asked to have a report by the beginning of next year on any technological developments in the library, in addition to RFID.

7. Board member items and announcements (no action will be taken on any item brought up at this time)

Storland commented on the Library's literacy program last Saturday. She commended library staff. Storland commented on an Opera presentation that she attended in a nearby city. Storland delivered to staff a donation for the library from the American Association of University Women.

Deal commended Senior Librarian Janet Stone for her invaluable service on the Glendora Community Coordinating Council. Deal thanked Weed-Brown for allowing the Holiday Baskets distribution in the lobby of the library.

Hollanders commented on the Glendora Library standing out amongst other libraries in Southern California. He thanked Weed-Brown and staff for making this possible.

Gomer stated that she will not be able to attend next month's meeting. Vice President Deal will chair the meeting.

Weed-Brown informed the Board that Dr. Edward Stone, former JPL Director, will be speaker at the JPL Talks scheduled for February 2013.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:55 p.m.

Respectfully submitted,

Robin Weed-Brown

Library Director/Board Secretary

Minutes were approved on October 15, 2012 by the Board of Library Trustees.