

City of Glendora
Library Board of Trustees
Regular



Monday, February 25, 2013
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, Trustee Jennifer Leos and Trustee Helen Storland

Board Members Absent: None

Staff Members Present: Library Director Robin Weed-Brown, Adult Literacy Coordinator Mary Pat Dodson and Management Analyst Elke Cathel

SPECIAL ITEMS

Presentation: Glendora Public Library's Adult Literacy Program, Glendora Reads!

Adult Literacy Coordinator Mary Pat Dodson presented an overview of Glendora Reads!, the Glendora Public Library's Adult Literacy Program.

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 - (Action: President request motion to adopt agenda as presented)

It was MSC (Storland/Hollanders) to adopt the Board of Library Trustees meeting agenda for February 25, 2013 as presented.

The motion carried 5-0 as follows: AYES: Gomer, Deal, Leos, Hollanders, Storland; NOES: None; ABSENT: None; ABSTAIN: None.

CONSENT CALENDAR

It was MSC (Deal/Storland) to approve Consent Calendar Item #1, minutes of the Library

Board meeting of January 28, 2013 as presented.

The motion carried 5-0 as follows: AYES: Deal, Hollanders, Storland, Leos, Gomer; NOES: None; ABSENT: Leos; ABSTAIN: None.

1. Minutes of meeting of January 28, 2013

REPORT OF LIBRARY DIRECTOR (Informational)

2. Presentation of the report of the Library Director

Library Director Weed-Brown commented on the knowledge and expertise of Mary Pat Dodson, Glendora Library's Adult Literacy Coordinator. She added that many positive comments about the program are received from both learners and tutors.

Weed-Brown reported that the bookmark contest has closed with a total of 471 entries.

Senior Librarian Youth Services Romero will be at Goddard Middle School this Thursday demonstrating the library's online resources to 8th grade students. This outreach brought the topic of e-library cards to the forefront. Weed-Brown explained that e-library cards give students immediate access to the library's online resources without having to come into the library first to get a card. Staff is currently working on getting e-library cards set up. The goal is to have them available by Thursday. Weed-Brown added that in order for students with e-library cards to check out library material, they would still need to come in to the library and get a card, as the e-library card only allows access to the library's online resources.

Trustee Hollanders spoke in support of getting a self-check machine in the children's area. Weed-Brown stated that the request for an additional self-check machine will be put forward as part of the budget process. She added that staff was originally planning on moving one of the self-check machines from the main floor up to the Children's room. This plan became unfeasible with the increased usage of both self-check machines.

UNFINISHED BUSINESS

3. Library Plan of Service Goal

Library Director Weed-Brown reported that the location for the community visioning workshop has been finalized. The workshop will be held at the Education Center at Citrus Valley Realtors. 'Save the date' emails were sent out last week and invitations were distributed today. Additional follow-up will be conducted with people who have not RSVP'd.

Weed-Brown stated that staff is already looking into some facility-related improvements based on observations shared by the facilitator during her site visit. Staff is looking to create more "landing places" in the lobby and the library, where people can stop to get organized after entering or before leaving the building. A logical place for such landing places in the lobby would be where the lobby display cases are currently located.

Weed-Brown stated that the existing display cases could either be removed or the number reduced to make room for tall café tables and chairs. The teen area is also being evaluated by staff. Current statistics on the two homework help computers located in that area indicate that most of the usage is remote. Staff suggestions to make the teen area more appealing include replacing the homework tables and computers with tall café tables and chairs, and possibly rearranging shelving. The online homework help computer program could be moved to the public computers for students in the library to use.

Weed-Brown asked for input from the Board regarding the possible removal of the lobby display cases. Trustee Storland commented that the display cases provide a great way for community members to display their collections.

NEW BUSINESS

4. Requests from Staff to Friends Foundation

Library Director Weed-Brown reviewed the procedures for requesting Friends Foundation funding. She added that staff requests this year are status quo except for an increase in funding requests related to technology upgrades.

Weed-Brown elaborated on the requested funding increase in Information Technology.

In response to a question from Trustee Hollanders, Weed-Brown stated that the library history project is on-going. She explained that the funds requested will cover some supplies. This project, although important, has been on the backburner to deal with more immediate needs.

It was MSC (Deal/Storland) to approve the requests for funding from staff to the Friends Foundation for FY 13/14 as presented and to forward them to the Friends Foundation. The motion carried 5-0 as follows: AYES: Deal, Gomer, Storland, Hollanders, Leos; NOES: None; ABSENT: None.

5. Library Events Calendar

The Board of Library Trustees reviewed the events calendar.

Weed-Brown pointed out the Great Trivia Challenge on March 23, 2013. Proceeds from the Trivia Challenge help support Glendora Reads!

BOARD MEMBER ITEMS

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

The Board of Library Trustees reviewed the agenda planning calendar. Weed-Brown pointed out that there will be one upcoming vacancy on the Library Board. Vice President Deal reminded the Board members about the staff appreciation luncheon scheduled for April 18, 2013.

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

Trustee Hollanders encouraged Glendorans to try the library's new self-check machines. He expressed his desire to continue the discussion regarding food and beverage opportunities at the library, pending the outcome of the library's strategic plan.

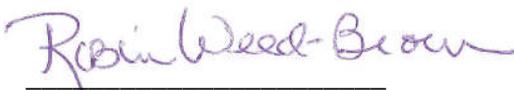
Trustee Storland stated that she has been delivering Opera Talks flyers to various locations throughout Glendora. The Board and Weed-Brown thanked Storland for volunteering to take on the Opera Talks program.

Vice President Deal encouraged everyone to attend the Great Trivia Challenge. Deal congratulated the 2012 Citizen of the Year, Thom Hill. Hill is the MC for Trivia, as well as a former Friends Foundation President.

President Gomer stated she is looking forward to the Read-In and Trivia.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:51 p.m.



Robin Weed-Brown
Library Director/Board Secretary

Minutes were approved on March 18, 2013 by the Board of Library Trustees.