City of GlendoraBoard of Library Trustees



Monday, September 16, 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 Hollanders.

ROLL CALL

Board Members Present: President Patrick Hollanders, Vice President Jennifer Leos, Trustee Helen Storland, Trustee Tricia Gomer and Trustee Christine Smith

Board Members Absent: None

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

SPECIAL ITEMS

Summer Reading Club Wrap-up

Senior Librarian Romero presented an overview of this year's Summer Reading Clubs. The Board commended Romero and her staff on the success of the program.

PUBLIC COMMENT

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

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

REORDERING OF AND ADDITIONS TO THE AGENDA - (Action: President request motion to adopt agenda as presented)

It was MSC (Gomer/Storland) to adopt the Board of Library Trustees meeting agenda for September 16, 2013 as presented.

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

CONSENT CALENDAR

It was MSC (Leos/Gomer) to approve Consent Calendar Item #1, minutes of the Library Board meeting of August 19, 2013 as presented.

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

1. Minutes of meeting of August 19, 2013

REPORT OF LIBRARY DIRECTOR (Informational)

2. Presentation of the report of the Library Director

Library Director Weed-Brown thanked Senior Librarian Romero and her staff for an exciting summer reading program.

Weed-Brown reminded the Trustees to forward any comments regarding the draft of the Library Director recruitment brochure to the City Manager by 5 p.m. on Tuesday, September 17, 2013.

President Hollanders thanked Weed-Brown for adding the Library work plan to the Director's report. It is very helpful in tracking the objectives that need to be accomplished this fiscal year.

In response to a question from President Hollanders regarding the new layout of the information and circulation desks, Weed-Brown replied that Support Services Manager Baffigo is currently evaluating options and possible layouts. She confirmed that the goal is for the revised layout to be finalized before the library's new flooring is installed. Weed-Brown elaborated on possible layouts, keeping in mind that staff should be available and approachable on the main floor, not behind a desk. She added that the children's desk will be reconfigured to a single person desk, as half of the space will be taken up by the self-check equipment. Weed-Brown offered for Baffigo to attend next month's Board meeting and update the Board.

President Hollanders commended Alexis Mendoza, Daisy Fregoso and Sandy Krause for being recognized by the City Manager for their outstanding customer service.

UNFINISHED BUSINESS - None

NEW BUSINESS

3. Library Holiday Hours for 2013

The Board reviewed the proposed library holiday hours.

It was MSC (Gomer/Leos) to approve the 2013 library holiday hours as presented.

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

4. Library Events Calendar

The Board reviewed the events calendar.

In response to a question regarding the new Math Buddies program, Senior Librarian Romero replied that a total of 41 students received assistance with their math homework during the first two sessions. Four Glendora High School students are available to assist during each session. Math Buddies is currently part of a Girl Scout Gold Award Project. Romero voiced her hope to make this program permanent and possibly expand it to a homework buddies program. She added that she will be looking to connect with the other three local high schools to get more volunteers to help with this program. The Trustees were very pleased to see this kind of program at the library.

President Hollanders pointed out the 6^{th} Battle of the Books program on October 10 starting at 6 p.m. Romero added that 18 teams are currently signed up, and up to 20 are accepted. The last day to sign up is this Saturday.

BOARD MEMBER ITEMS

5. 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.

It was MS (Hollanders/Gomer) for Support Services Manager Baffigo to attend the November Board meeting to update the Board on the food/coffee service initiative.

The Trustees asked for an update on the Library Director recruitment at the November or December Board meeting. Weed-Brown stated that she will be able to provide an update at the November meeting as part of her Director's report. She added that the Library Director recruitment is estimated to close middle to late October. Interviews will tentatively be scheduled for November.

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

Trustee Storland congratulated Tricia and Chuck Gomer for being awarded Community Heroes. They will be recognized on September 25 at Glendora Day at the Fair.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:52 p.m.

Robin Weed-Brown

Library Director/Board Secretary

Robin Weed-Brown

Minutes were approved on October 21, 2013 by the Board of Library Trustees.