

**MINUTES OF THE REGULAR MEETING
OF THE
LIBRARY BOARD OF TRUSTEES**

August 24, 2006

1. CALL TO ORDER:

The meeting was called to order by President Kawase at 2:30 p.m.

ROLL CALL:

Present: Mr. Kawase, Mrs. Britt, Mr. Buck, Mr. Georgieff, and Dr. Johnson.

Staff: Al Milo, Library Director
Chris Meyer, City Manager
Joanne Hardy, Adult Services Division Manager
Sandy Lamoureux, Circulation Manager
Betty Schwarzkopf, Administrative Secretary

Guests: Nancy Lee, President, Friends of the Library
Kathy Dasney

2. CLOSED SESSION:

Director Milo, Mrs. Schwarzkopf, Ms. Lee, and Mrs. Dasney were excused from the meeting at 2:35 p.m. for a closed session with the City Manager and the Board of Trustees regarding the Library Director's Performance Review.

The meeting resumed at 3:45 p.m.

3. CONSENT CALENDAR:

- a. Approval of Minutes of July 27, 2006
- b. Warrant Register of July 2006 in the amount of \$47,736.85

- c. **Expenditure Summary of July 2006**
- d. **Activity Report for July 2006**
- e. **Acceptance of Donations in the amount of \$11,369.78**

Mr. Georgieff moved and Dr. Johnson seconded that the Consent Calendar be approved. The motion carried.

4. REPORTS:

- a. **Library Director**

Director Milo reported that he has offered the position of Technical Services Division Manager to Kenneth Bicknell who presently works for the Redwood City Public Library. Mr. Bicknell successfully passed the City's required physical examination. He will give notice to his present employer and relocate to Southern California. He is expected to begin his duties in October 2006.

The written report was accepted and filed.

- b. **Friends of the Library**

Ms. Lee reminded everyone that the next used book sale will be held on September 8, 9, & 10. To obtain tickets to the Huell Howser program you must be a member of the Friends of the Library in good standing before the September 15 deadline.

- c. **Library Foundation**

Dr. Johnson said the Foundation Board cancelled the August meeting. The A. Scott Berg event was a success. The majority of the revenue was from the sale of opportunity tickets.

- d. **City Council Meeting of August 15, 2006**

Dr. Johnson and Mrs. Britt attended the August 15, 2006 City Council meeting although there was nothing on the agenda pertaining to the Library. They reported that the City Council is not pleased that the school district has transferred the entire funding for crossing guards to the City.

e. **Library Collection Agency**

At the request of the Board, Circulation Manager, Sandy Lamoureux, reported on the Library's collection agency (Unique Management). She said after a patron receives three notices of overdue items, their account is sent to collection. The company works exclusively for public libraries. There is an \$8.95 flat fee per account. The Agency is very successful and efficient in their collection efforts. She distributed informational materials.

5. OLD BUSINESS:

a. **Review of Vision and Mission Statements**

Mr. Buck distributed copies of the mission statement revised into a bullet format for discussion. It read as follows with changes in bold.

It is the mission of the Fullerton Public Library:

- to provide a diverse community with resources and support to use information in many media,
- to stimulate and facilitate literacy in all forms by providing quality collections and effective use of evolving technologies,
- to emphasize public participation and outreach, and
- to create forums and gathering places to engage in cultural and educational programs and partnerships.

There was consensus to accept the statement as revised.

b. **Main Library Space Planning Study Update**

Director Milo presented a schedule of future space planning meetings. He noted that on September 27, there will be a Special Joint Board of Trustees/Parks & Recreation Commission meeting with LPA. Mrs. Britt distributed copies of an article titled "*Designing a Library.*" Director Milo will write a letter to LPA to inform them of the Board of Trustees' vision for the future of the Library and will include a copy of the article.

c. **One Book, One Community Update**

Adult Services Division Manager, Joanne Hardy, reported on publicity for the event. Dede Ginter has been hired pro bono to handle the publicity. She sent out email and snail mail news releases on August 11 as follows:

Margaret Waffler, Words Columnist, LA TIMES/Calendar
Inam Gundy, Al-Watan
Riad Saeid, Arab World
Barbara Giasone, Fullerton News Tribune
Heather McCrea, Fullerton News Tribune
Yoon Cho, Korean Times
Valerie Takahama, Book Columnist, OC Register
Theresa Harvey, Fullerton Chamber of Commerce
Sharon Kennedy, Fullerton Observer
Sylvia Palmer-Mudrick, City of Fullerton

Staff is working on flyers, posters, and bookmarks. There will be a kite display inside the entrance of the Main Library. On Sunday, September 24, there will be a telephone interview with Khaled Hosseini, author of *The Kite Runner* at 2 p.m. in the Main Library. At the September 19, 4 p.m. session of City Council, President Kawase will present copies of the book to Council and will be assisted by Glenn Georgieff.

6. NEW BUSINESS:

a. Meeting Dates for November & December

Director Milo explained that because the Thanksgiving and Christmas holidays fall on the Board meeting dates, the Board meetings for those months need to be changed. He suggested moving them up a week. Mr. Georgieff moved and Dr. Johnson seconded that the meeting dates for November and December be moved to November 16 and December 21. The motion carried.

7. CORRESPONDENCE:

There was no correspondence to report.

8. BOARD MEMBER ROUND TABLE:

Mrs. Britt distributed information on the Southern California Library Literacy Network. She said the program is partially funded by the State for teaching people to read English.

Mr. Georgieff said he looks forward to the One Book, One Community program and events. He hopes it will become an annual event.

Mr. Buck said that on the Library web page, the Board of Trustees should not be included under "Library Support Groups." The Board should be listed separately.

Director Milo distributed an updated roster of Library Board members. He pointed out that according to the City Clerk: three Board members' terms expire in December 2006: Ginger Britt, Vince Buck, and Glenn Georgieff.

9. PUBLIC COMMENTS:

Retired Children's Librarian, Kathy Dasney, asked to speak. She presented a list of qualities for the Board to consider when recruiting for a new Library Director.

10. ADJOURNMENT:

Mr. Buck moved and Mr. Georgieff seconded that the meeting adjourn at 5:10 p.m. The motion carried.