

**MINUTES OF THE REGULAR MEETING  
OF THE  
LIBRARY BOARD OF TRUSTEES  
SEPTEMBER 27, 2007**

**CALL TO ORDER**

The meeting was called to order by Board Member Johnson at 2:37 p.m. in the Library Board meeting room.

**ROLL CALL**

Present: President Georgieff, Board Members, Buck, Hebeling, Johnson, and Kawase

Absent:

Staff: Maureen Gebelein, Director  
Ruth Leopold, Recording Secretary

Guest(s): Ginger Britt  
Pam Algar

**Consent Calendar**

- a. Approval of Minutes of August 14, 2007
- b. Warrant Register of September, 2007
- c. Expenditure Summary of September, 2007
- d. Activity Report for August, 2007
- e. Acceptance of Donations

The Board discussed the minutes and stating when someone is absent and/or leaves early from the board meetings, it is not necessary to add when someone steps out of the room. The Board requested that the recording secretary add when motions are made and how the members voted. MOTION made by Board Member Kawase, SECONDED by Board Member Hebeling and CARRIED unanimously by all voting members present to APPROVE the changes to the minutes.

MOTION made by Board Member Buck, SECONDED by Board Member Hebeling and CARRIED unanimously by all voting members present to APPROVE the consent calendar.

**Reports**

**Library Director**

Director Gebelein reported on the following:

- Director Gebelein introduced new intern Pam Algar and explained that she will be compiling an annual report for the Library.
- Yemila Alvarez was hired as the bilingual Spanish librarian for the Hunt Branch.
- Passport Services begin October 1.
- New Teen Mezanine area in the Library.
- New Monthly Report. Board Member Kawase asked about distributing the report to the public and potentially adding a link on our website. Director Gebelein said that in the future she would like to have a newsletter for the public, but at this time the monthly report is only distributed to the department heads and the Board. Board Member Johnson said the newsletter can inform the public on the Library programs.
- New Bookmobile stop at Commonwealth.
- Book Club meeting at Hunt
- Town and Gown update
- Update on the Board's e-mail account. Director Gebelein explained that it would benefit the Board to have an e-mail account with the name fullerton.org. The Board discussed who should read the e-mails and chose [Trustees@fullertonlibrary.org](mailto:Trustees@fullertonlibrary.org) as their e-mail address.

MOTION made by Board Member Kawase, SECONDED by Board Member Hebeling and CARRIED unanimously by all voting members present to ACCEPT trustees@fullertonlibrary.org as their e-mail address.

The Board discussed who should be responsible in checking the e-mail account daily. Board Member Buck said he preferred that Recording Secretary Leopold check the e-mail account and forward to the corresponding secretary. Board Member Kawase does not think it is necessary and does not see the benefit of having staff read the e-mails. He stated the corresponding secretary can forward e-mails to the Board members. President Georgieff stated the only benefit he sees is that staff can check the e-mail account daily.

MOTION made by Board Member Buck, SECONDED by Board Member Hebeling to ACCEPT e-mail account with responsibility of staff reading e-mails and forwarding to Board Members or to an individual if addressed. Director Gebelein will decide who the e-mail can be forwarded to. Vote 3-5 (Georgieff and Kawase OPPOSED).

#### **Friends of the Library**

President Nancy Lee said she needed volunteers for the upcoming book sale. She reported on the donations made to the Library and to the Hunt Branch.

#### **Library Foundation**

Board Member Hebeling stated the Foundation meeting was cancelled.

#### **September 4 & 18 City Council Meeting**

President Georgieff and Board Member Buck reported on the Council meetings.

### **Old Business**

#### **Wrap up of staff self-paced training**

Librarian Maurer presented an update on the Summer Fun Program. Board Member Johnson commended Maurer for the effort he put into the program. Director Gebelein

said Librarian Maurer is working on a draft of a technology plan for the Library. He gave a Downloadable Books presentation.

**Expansion-History Room, Meeting Rooms, Teens, Technology**

Director Gebelein reported that the Postcard History book is on sale. Recording Secretary Leopold reported on the meeting room usage stating the reservations for piano recitals have increased.

**Site Visits**

Director Gebelein gave the Board the dates to visit the CSUF Library.

Ginger Britt distributed a brochure on the West Coyote Hills homes and her vision for branch libraries.

The Board discussed the general plan and how the Library should be involved. Board Member Buck said there is no action needed at this time.

**Correspondence**

There was no correspondence to report.

**Board Member Round Table**

Board Member Johnson stated he will not be attending the Board Meeting on October 31.

Board Member Johnson requested that the alternate attend the November 6 Council meeting since he will not be able to attend.

Board Member Hebeling announced the Rotary's Wine Tasting event at the Arboretum.

Board Member Buck announced the New York Times' has expanded the Best Seller's List. He stated that the Library should consider having a room with sofas, less structured and more inviting to the public.

**Public Comments**

There were no comments.

**Adjournment**

MOTION made by Board Member Hebeling, SECONDED by Board Member Buck and CARRIED unanimously by all voting members present to ADJOURN meeting at 5:05 p.m.

Respectfully submitted,

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Ruth Leopold  
Recording Secretary