

**MINUTES OF THE
LIBRARY BOARD OF TRUSTEES
July 23, 2009**

CALL TO ORDER

The meeting was called to order by President Johnson at 2:30 p.m. at the Fullerton Public Library in the Board Room.

ROLL CALL

Present: President Johnson, Board Members Britt, Georgieff and Hebeling

Absent: Board Member Buck

Staff: Chaunacey Dunklee, Senior Librarian
Maureen Gebelein, Director
Ruth Leopold, Recording Secretary

Guest(s):

Public Comments

No public comments.

CONSENT CALENDAR

- Approval of Minutes of June 25, 2009
- Warrant Register of July, 2009
- Expenditure Summary of July, 2009
- Acceptance of Donations

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

Director's Report

Director Gebelein reported on the following:

- New finance reports will be discussed at the September meeting.
- Relay for Life update.
- Patron Services including a customer satisfaction survey in progress.
- Library as a cooling center.
- Library programs including Fullerton Reads. President Johnson mentioned a new store opening in Brea called Sprouts and said that would be a good place to send "Fullerton Reads" program information.
- Book Discussions – Director Gebelein invited the Board to become facilitators at the discussions. If the Board Members are interested, they can contact Senior Librarian Chaunacey Dunklee.
- City Brown Bag Book Discussion.

Board Member Hebeling said his wife appreciates the Library's choice of book selections.

- 2009/10 Town and Gown programs.
- John W. Dean program on August 11.
- Statistics.
- SLS/MCLS Systems Merging.

Board Member Hebeling commented on the great presentation conducted at the Chamber Coffee Group by Adult Services Manager Tim Mountain and Technical Services Manager Andrea Taylor.

Friends of the Library

Board Member Britt reported that the Friends are going to meet regarding a possible location in Downtown Fullerton. The Board suggested contacting the Kiwanis group to see if they can get all key clubs together to help the Friends with the move.

Library Foundation

The Foundation representative was not present.

July 7 and 21 City Council Meetings

There was nothing to report.

Assistant to the City Manager Report

He gave an update to the Board about the current situation with the City budget and how the State budget can possibly affect the City.

President Johnson suggested to Director Gebelein to anticipate and be prepared to call a Special Meeting in the future, so the Board can look at what options are available to the Library regarding the budget. Board Member Hebeling agreed.

Assistant to the City Manager Ferrier said Fullerton is in a better position than other cities that rely heavily on retail sales tax.

Board Member Georgieff said the Board should start thinking about options in the event that services need to be cut in the future. President Johnson spoke about possible savings during the Expansion.

Library Expansion and Remodel Project

Director Gebelein said not much has changed, but staff signed off on the 50 percent Design Development Plans. The Expansion project may go before the City Council on October 6. Groundbreaking will occur in April during National Library week.

President Johnson commented that the Fundraising Committee meeting he is currently on is one of the best Committee's he's served on. He mentioned that the Foundation and Board will need to pledge their support during the Fundraising for the Expansion.

Regular Business

Honor Wall Selection

The Board reviewed the policy and President Johnson stated he incorporated all of the suggestions made at the last meeting. Board Member Georgieff said he liked the box added around requested material and liked the last paragraph stating time period. He asked about the determination of location in the Library for the honor wall. Director Gebelein suggested the Board keep this open until after the renovation and at that time they can make a determination

Board Member Georgieff said a brief account of the nominator's volunteer services should be included on the application. A suggestion was made to request a limit of 1-2 pages be submitted about the nominator's services. President Johnson said changes would be made and be brought to the next meeting for review.

Development of Donor Recognition Policy

The Board discussed the need for a policy. Board Member Britt explained why she does not like developing naming rights for library areas. Director Gebelein said any which gives naming rights would need to go to City Council for approval. She mentioned the San Francisco Library has small plaques stating a patron donated a certain dollar amount, instead of naming a whole auditorium, for example.

Food for Fines

Senior Librarian Dunklee presented the proposal for Food for Fines. She expressed her concern about the monthly revenue in fines that would be lost during the run of the program. Director Gebelein expressed that this program may bring in people who would return materials that otherwise would've never been returned. Senior Librarian Dunklee explained how staff and volunteers would run the program and the Library can partner with a local organization that would provide and pick up the bins once filled. President Johnson asked what is the reason for this proposal? Director Gebelein stated to build community good will and to tie into the "Fullerton Reads" theme with food and helping local groups. Board Member Georgieff asked if the Library support groups can underwrite the cost. Board Member Britt said she doesn't see anything but good coming out of this program. Board Member Georgieff said he is 100 percent behind this program, but it sounds a bit "rich" because of the \$1 voucher system. Senior Librarian Dunklee said a limit can be placed on the vouchers. Board Member Georgieff suggested that each voucher be worth 25 or 50 cents instead of \$1. The Board and discussed donations to Fullerton Interfaith Emergency Services (FIES). Board Member Georgieff recommended that staff return to the Board in August with the proposal and better understanding of what would be offered, along with a commitment from one of the support groups with their participation confirmed. Director Gebelein reiterated that the Board requested that staff bring back an absolute proposal based on the Board suggestions. Board Member Georgieff said it should include: amount per voucher; a Library support group commitment to underwrite cost, so their support can be included in the publicity; and time period for program i.e. a month, two weeks. Board Member Britt suggested that staff create a small sticker stating "I donated canned food to FPL today" for those patrons without fines. Board Member Hebeling said it is a good idea. Director Gebelein said staff will put together a new proposal and place in the agenda packet for next month's meeting. Board Member Georgieff said the Board can vote on this item in August. Board Member Britt said selecting FIES as the participating organization makes sense since they are a local group and suggested placing a cap of \$10 on the fines to be waived per patron. Senior Librarian Dunklee explained why placing a cap can be burdensome on staff, since they would have to track the number of vouchers each patron has. President Johnson suggested doing the program for a two-week period. Board Member Britt said the program can end on Saturday, October 17, the day of the Book Festival and have the bins placed throughout the festival. The

Board discussed the total amount per voucher for fees waived. They approved \$1 fee waived per voucher. There was discussion about staff contacting FIES to find out what items are most needed and acceptable. President Johnson said staff should call on the Library support groups to ask for volunteers. Board Member Georgieff suggested including staff time on the proposal.

November/ December Library Board of Trustees Meeting Dates

The Board discussed the November 19 and December 17 Board Meeting dates.

MOTION made by Board Member Georgieff, SECONDED by Board Member Hebeling and CARRIED unanimously by all voting members present to ACCEPT the November 19 and December 17 Library Board of Trustees Meeting dates.

Correspondence

There was none to report.

Board Member Round Table

Board Member Hebeling is pleased with Library staff services and said staff is always very friendly.

Board Member Britt said she is very impressed with the progress of the Books for Babies program. President Johnson said the period of time during a child's life is very important and applauds this program.

President Johnson said Doug Myles, Fundraising Committee Member, expressed to the Committee that the Library is very fortunate to have Director Gebelein at the Library.

Board Member Georgieff mentioned his vacation plans and said staff should review the desktops on public computers and make the icons bigger and more visible. He said the website can be improved. Director Gebelein stated that staff is currently working on it. Board Member Georgieff said the color scheme seems very brass. He suggested that the first page should not allow the user to have to scroll down the page.

Adjournment

Meeting ADJOURNED at 4:57 p.m.

Respectfully submitted,

Ruth Leopold
Recording Secretary