

**MINUTES OF THE
LIBRARY BOARD OF TRUSTEES
August 27, 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, Buck, Georgieff and Hebeling

Absent:

Staff: Rob Ferrier, Assistant to the City Manager
Maureen Gebelein, Director
Katrina Kosturko, Library Technical Assistant
Chris Meyer, City Manager

Guest(s):

Public Comments

No public comments.

Closed Session for 2008-09 Performance Evaluation of Library Director

The Board and City Manager met in closed session.

The meeting reconvened at 3:05 p.m.

Regular Business

Honor Wall Selection

One suggested change was to propose some type of limit on the length of the submission and President Johnson prefers not to do that. If it later becomes an issue it can be discussed.

MOTION made by Board Member Britt, SECONDED by Board Member Hebeling to APPROVE the honor wall proposal.

Board Member Buck suggested recognition of examples of extraordinary volunteer service. The Policy is in response to the fact that no such policy currently exists.

Board Member Britt suggested including supporting materials, a cover letter, awards etc. with the application. Director Gebelein mentioned that she and President Johnson suggested if this could stand alone as is that the Board can move forward and make changes in the future and while it's being "tested" out.

Board Members Britt, Georgieff, Hebeling and Johnson were all in favor of the policy as it stands. Board Member Buck abstained from voting.

Food For Fines

Director Gebelein presented the proposal. The Friends voted to match fines that are waived up to \$500. The duration was revised from one month to a week from Oct. 12 - 17.

President Johnson said the wording of "this will not apply is not clear to what "this" is and will need to be more specific. The voting was unanimous and passed in favor of 5-0. On page 1, the last sentence needs the word "Director" in place "For each ticket received, the *Director* will coordinate with a support group..."

MOTION made by Board Member Georgieff, SECONDED by Board Member Hebeling and CARRIED unanimously by all voting members present to APPROVE Food for Fines.

Donor Recognition Policy

Director reviewed some points about the Donor Recognition Policy. The policy needs to be approved in order for the Foundation to be able to go forward with fundraising plans. Staff does not want to "sell off" large chunks of the Library. The Policy is no longer called "naming rights". People will be recognized for their donations by a plaque on the wall or some other way without naming the item or room. Categories will be changed and donor packets are being put together. Once the City Council officially endorses the project, the packets will then go out to potentially substantial donors. The Library Board will develop the policy and the Foundation will handle the fundraising. Only Foundation donations will be recognized on the donor wall. Board Member Buck suggested changing the first two sentences of the fourth paragraph to: Purpose of recognition is to commemorate the gifts of all donors, including those gifts to the Library Expansion campaign. This item will be carried over to the September meeting to take action.

CONSENT CALENDAR

- Approval of Minutes of July 23, 2009
- Warrant Register of August, 2009
- Expenditure Summary of August, 2009
- Acceptance of Donations

MOTION made by Board Member Buck, 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:

- Monthly Activity Report.
- Planning Commission Journal – Article about importance of Libraries in communities.
- Fullerton Reads – many programs scheduled during the month of October and banners have been placed.
- Library Expansion – Griffin Structures working on GNP. By February 1, the basement must be cleared out.
- No Foundation Meeting this month.
- Foundation Fundraising Committee update.

Friends of the Library

Friends will be moving into a warehouse with on-line sales being conducted there. The warehouse will mostly be used for storage. They are planning to do the move after the January Sale. The on-line sales brought in \$14,000 during the last two weeks.

Library Foundation

Foundation representative not present and nothing to report.

August 4 and 18 City Council Meetings

Director Gebelein reported there was nothing related to the Library to report. The September 1 meeting is cancelled.

Proposed Library Customer Service Survey

The customer service survey will be on-line and in the Library and will be conducted until the end of the year. The Board did not feel it was necessary for them to vote on this item.

September is Library month and a packet was distributed to the Board with information regarding this program.

Assistant to the City Manager Report

Assistant to the City Manager Ferrier gave an update on City and State matters.

Correspondence

There was none to report.

Board Member Round Table

September 15 is the deadline to submit articles for the Foundation's newsletter.

Board Member Britt spoke about Tumblebooks.

Board Member Georgieff will chair the September meeting in President Johnson's absence.

Adjournment

MOTION made by Board Member Georgieff, SECONDED by Board Member Hebeling, to ADJOURN meeting at 4:30 p.m.

Respectfully submitted,

Ruth Leopold
Recording Secretary