



**CITY OF FULLERTON  
LIBRARY BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
November 17, 2011, 2:30 P.M.  
Library Board Room  
Fullerton Public Library  
353 West Commonwealth Avenue  
Fullerton, California**

**CALL TO ORDER**

In the absence of Acting Chairman Hebeling, Member Meyer called the meeting to order at 2:30 p.m. in the Library Board Room of the Fullerton Public Library. Member Meyer then NOMINATED Member Johnson as Acting Presiding Chairman. Member Calhoun SECONDED the motion which was APPROVED unanimously.

**ROLL CALL**

Present: Britt, Johnson, Meyer, and Calhoun  
Absent: Hebeling  
Staff: Maureen Gebelein, Library Director  
Susan McGraw, Recording Secretary

**Public Comments** – Public comments will be allowed on matters not appearing on the agenda, but within the Library Board of Trustees' jurisdiction. - **None**

**Presentations** – Director Gebelein introduced the new Children's Services Senior Librarian, Rita Law. One of Ms. Law's duties will be the After School program.

**Consent Calendar** – (Items 1 through 4) All matters listed under Consent Calendar are considered routine and will be enacted by one motion. There will be no separate discussion of these items prior to the time of voting on the motion unless members of the Trustees, staff, or public request specific items to be discussed and/or removed from the Consent Calendar for separate action.

**1. Approval of Minutes**

Recommendation: Approve the October 27, 2011, Library Board of Trustees minutes.

**2. Warrant Register**

Recommendation: Approve November 2011 Warrant Register based on estimated costs as per the attached summary. Checks will not be available for distribution until week of December 23, 2011.

**3. Expenditure Summaries**

Recommendation: Approve the November 2011 Expenditure Summaries

**4. Acceptance of Donations**

Recommendation: Accept Donations as reported.

Acting Chairman Johnson inquired about the large amounts listed in the Donations report. Director Gebelein replied that the California Council for the Humanities is for the California Reads grant and the Foundation amount was received from Member Meyer in memory of his parents and had requested that the donation be specifically used for materials.

Member Meyer made a MOTION to APPROVE the Consent Calendar as submitted; Member Britt SECONDED, and the motion was ACCEPTED unanimously

## Reports

1. **Director's Report and October Monthly Activity Reports** – Referring to the Activity Report, Member Britt asked about the Electronic Resources category, especially the Main Wireless Distinct Clients and the Main Wireless GB Usage. Director Gebelein explained these are counts for internet and wireless users within the buildings. Member Britt also inquired about the high volume of TumbleBooks to which Director Gebelein responded that there is no way to dispute this number.

Director Gebelein reported that the City Clerk is accepting applications for Library Board Trustees until 5:00 p.m. on December 5, 2011; new appointments will be made at the December 20 City Council meeting; recognition for outgoing members is scheduled for February 7, 2012; responding to her query as to how to acknowledge Glenn Georgieff's service, the Board asked her to draft a letter on its behalf; attended the California Library Association conference in Pasadena, topics were e-books, RFID, the new service model – much of what has been already incorporated in FPL; received the APWA Facilities award for the remodel and will be attending the awards luncheon with Don Hoppe and Joe Felz on December 7; hosted several large meetings, including the Tri-Rotary meeting with approximately 130 in attendance, and the Friends of the Library Annual Tea; MOUs for various city units were settled, including reversion of discretionary leave, an additional 7% associated with CALPERS retirement will be paid by the employee, and several additional holidays were added to the calendar for the next three years; the annual holiday potluck will be December 14 and Board members are invited; presented overdrive statistics; self-check is at 80% and a pizza party has been offered to the Circulation staff to try and increase this amount; meeting room revenue has increased; programs have increased; fines and fees collections did not meet projections and threshold may need to change; provided sample letters regarding cuts to the California Public Library and Literacy Funding; distributed copies of the California Demographic Profiles: By Library Jurisdiction and County booklet sent from the California State Library; mentioned new holidays, including the day before Thanksgiving, and decided NOT to close the library on this day.

2. **Friends of the Library** – Member Britt reported Friends held their Annual Meeting with Victoria Patterson as guest speaker; met with Jeremy Newhouse regarding a business model opportunity for the bookstore; preparing for holiday luncheon being catered by the Greenhouse Café; set up an answering machine for the store.
3. **Library Foundation** – Chris Meyer had nothing to report.
4. **November 2011 City Council Meetings** – Director Gebelein mentioned once again the MOU approvals at the November 1 meeting; a change order for the library café tenant improvements was approved by Council on November 15.
5. **Assistant to the City Manager Report** – Rob Ferrier was not present due to a meeting conflict.

## Regular Business

1. **Update on Rezoning Report of the Bastanchury Library Property – Al Zelinka, Community Development Director**

Director Zelinka distributed copies of 2008 Site Analysis that was conducted, with not much change since that report date; conversations have been held to seek opportunities to maximize the financial returns from the property for a long-term revenue source for the library endowment and at the same time create neighborhood compatibility; the assessed valuation can be updated based on usage ultimately determined; the site is approximately 2.5 acres with an assessed value of \$304,000; the general plan land use is low density

residential; obvious users would have been the cemetery, the school district, a senior living facility; the Library Board's direction will determine the process necessary to move forward, either rezoning or entitlement process; the key issue would be compatibility with the neighborhood and the school.

Member Meyer inquired if the property is too small for a specific plan, which it is not; he then continued that a Phase II environmental report had been completed assuring the site to be clean (report is available); inquired what steps are needed right now to get this property moving forward, either with a zoning or general plan designation such as senior housing, assisted living, medical offices, because without the zoning designated, the property cannot be marketed; gave a brief background of how and why the property was obtained; suggested a long-term ground lease.

To create flexibility as well as compatibility with the surrounding area, Director Zelinka suggested an OP zoning (Office Professional), which could be accomplished by a city-initiated rezoning of the property; suggested a letter or minutes from the Board requesting a rezoning of the property which is taken to the Planning Commission which in turn submits a Resolution of Intent to the City Council.

Member Meyer made a MOTION to INSTRUCT the Library Director to forward a request to the City Manager initiate a rezoning of the Bastanchury Property. Member Calhoun SECONDED the motion, which was APPROVED unanimously.

- 2. Review Selection Process and/or Ad Hoc Committee Applications for Appointment to the Ad Hoc Review Committee** – Acting Chairman Johnson stated that because he is an applicant for this committee, it is necessary to revise the selection process as he was to have been one of the interviewers. At this point, he recused himself from the meeting and left the room. Director Gebelein gave two alternatives: that the whole Board interview the applicants at a specified time, or replace Member Johnson as an interviewer. Member Meyer strongly suggested that the entire Board interview the applicants. Direction for Director Gebelein was to schedule afternoon interviews before December 15. Applications will be mailed to the Board Members. Member Calhoun made a MOTION to APPROVE Member Meyer's suggestion of a full Board Member panel for interviews before December 15. Member Britt SECONDED the motion which was PASSED unanimously.
- 3. Approval of Library Closure Dates for 2012** – Director Gebelein gave a brief history regarding holiday closures for the Library; distributed and reviewed a color-coded calendar indicating current and newly-added closure days based on the recently adopted MOUs as mentioned in the Director's Report. Member Calhoun made a motion to APPROVE the closure days for 2012 as presented. Member Meyer seconded the motion which was APPROVED unanimously.

**Correspondence** – The Corresponding Secretary will present any correspondence received in behalf of the Library Board of Trustees. There was none to share.

**Board Member Round Table** - There were no comments from the Board Members.

**Adjournment** – The meeting was adjourned to the next regular Library Board of Trustees meeting on December 15, 2011, at 2:30 p.m. in the Fullerton Public Library Board Room, 353 W. Commonwealth Ave., Fullerton, California.

Respectfully submitted,

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Susan McGraw  
Recording Secretary