



Monterey Public Library
625 Pacific Street
Monterey, California 93940

Library Board of Trustees Agenda

Regular Meeting
Wednesday, January 26, 2005
5:00pm
Library Community Room

Board of Trustees
Harry Wareham, Chair
Peggy Chandler, Vice Chair
Dempsey Butler
Mary Castagna
Alice Yamanishi

Library Director
Kim Bui-Burton

CALL TO ORDER

ROLL CALL

PRESENTATIONS: DAVID KUHN – 20 YEARS OF SERVICE

APPROVAL OF MINUTES

1. December 1, 2004

REPORTS

2. Friends of the Library
3. Statistical reports
 - a. November 2004
 - b. December 2004
4. Volunteer reports
 - a. November 2004
 - b. December 2004
5. Financial report
6. Library activity report
 - a. November and December 2004
7. Fundraising Subcommittee report

PUBLIC COMMENTS

PUBLIC COMMENTS allows you, the public, to speak for a maximum of three minutes on any subject which is not on the agenda. Any person or group desiring to bring an item to the attention of the Library Board may do so by addressing the Board during Public Comments or by addressing a letter of explanation to: Library Director, Monterey Public Library, 625 Pacific Street, Monterey, CA 93940. The appropriate staff person will contact the sender concerning the details.

NEW BUSINESS

8. First reading: Recommended revisions to Policy 120: Library Card Regulations and Fee Schedule and revocation of Policy 121: Library Card Sponsorship program
9. Status on cooperation with other libraries
10. Approval of preliminary 2005-06 Budget reduction Plan

UNFINISHED BUSINESS

11. Fundraising subcommittee recommendation

INFORMATION ITEMS

- 12. Customer suggestions
- 13. Correspondence
 - a. Holiday card thanking Reference staff
 - b. Letter to Board acknowledging Reference staff
 - c. Letter thanking Joann May for her assistance
 - d. Letter of thanks from a class visitation to the California History Room signed by all students
 - e. Letter of appreciation from State Board of Equalization for use of the Community Room and for Tricia Andrada’s help
 - f. Letter of thanks to Tricia Andrada for her assistance on Personnel Department’s recruitment oral board
 - g. Holiday card thanking Library staff for their excellence and professionalism

TRUSTEE COMMENTS
 Trustees may ask a question for clarification, make a brief announcement or make a brief report on his or her activities. In addition, the Board may provide a referral to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any Library matter, or direct staff to place a request to agendaize a matter of business on a future agenda.

ADJOURNMENT

“The Library Board of Trustees’ mission is to oversee the administration and operation of the Monterey Public Library program and serve as a conduit for Monterey’s citizens to the Monterey City Council in our joint effort to provide superior library service to the citizens of Monterey.”

-adopted by Library Board of Trustees, April 28, 1999

The Library Board of Trustees meeting packet may be reviewed by the public in the Library. Information distributed to the Council at the Council meeting becomes part of the public record. A copy of written material, pictures, etc. should be provided for this purpose.

The City of Monterey is committed to include the disabled in all of its services, programs and activities. Telecommunications Device for the Deaf: 831 646 3421. Please speak to the Library Administrative Assistant prior to the meeting if you require a hearing amplification device. For more agenda information, call 646-5669.



UPCOMING MEETINGS AND EVENTS

Thursday, February 23	5pm	Library Board – regular meeting	Library Community Room
Wednesday, March 23	5pm	Library Board – regular meeting	Library Community Room
Wednesday, April 27	5pm	Library Board – regular meeting	Library Community Room
Wednesday, May 25	5pm	Library Board – regular meeting	Library Community Room

Post agenda: City Hall, Library Lobby, monterey.org/boards/lib_agenda.html
Distribute agenda: City Council reading packet
Distribute agenda packets: Library Board of Trustees, Library Director, Assistant Director, Administrative Assistant, Special Services Coordinator, Youth Services Manager, Reference Supervisor, Library Civic Information Center, Library staff room