



Monterey Public Library
625 Pacific Street
Monterey, California 93940

Library Board of Trustees Agenda

Regular Meeting
Wednesday, September 26, 2007
5:00pm
Library Community Room

Board of Trustees
Mary Castagna, Chair
Maxine Reneker, Vice Chair
Alice Yamanishi
Harry Wareham
Peggy Chandler

Library Director
Kim Bui-Burton

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

1. August 22, 2007

REPORTS

2. Friends of the Library
3. Statistical report
4. Volunteer report
5. Financial report
6. Library activity 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

7. Approval of Calendar Year 2008 holiday and closure schedule
8. Rescinding Policy 205: Magazine Sponsorship Program
9. Review of the Library Facilities Master Plan

UNFINISHED BUSINESS

10. Second reading and adoption of revised Policy 105: Use of Library Meeting Rooms
11. Update on Library Strategic Plan 2010

INFORMATION ITEMS

12. Customer suggestions

13. Informational Items

- a. MPL organization chart
- b. Email thanking Kim Bui-Burton for her work with the United Way and asking if she would serve on the United Way Community Impact Council (job description attached)
- c. Email thanking Joanne White for a gift card
- d. Email thanking Monterey Public Library staff for the "wonderful Harry Potter Party"
- e. Email acknowledging Jeanne McCombs for her assistance
- f. Email from Monterey County Administrative Office thanking Kim Bui-Burton for assistance on a recruitment panel for the County Librarian position
- g. Copy of City Council meeting minutes where Councilmember Downey recognized the work of the Library Director and staff for the distribution of Harry Potter books at midnight on the day of the release.
- h. Summary of comments relating to the Library from the City Focus Customer Survey
- i. Copy of "Congratulations to the Champions of the Arts" with picture of Kim Bui-Burton presenting Beverly Cleary with the Lifetime Achievement Award.
- j. Letter acknowledging Bridget McConnell's excellent service
- k. Email thanking Joe Johnson for his assistance in retrieving articles from Santa Cruz
- l. Letter acknowledging Kim Bui-Burton's participation in the *Connecting to Collections* summit
- m. Card thanking Monterey Public Library staff for the basket awarded as part of the Adult Summer Reading program

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 Board of Monterey Public Library Trustees provides stewardship for Monterey Public Library assets and services on behalf of all residents, ensures adaptability to a diverse population, changing environment and advancing technology. Trustees advise the City Council on matters pertaining to the Library, and advocate on the Library's behalf, while ensuring an ongoing flow of information between the Library, the community and the City Council, in accordance with Section 7.1 of the Monterey City Charter and in support of the mission statement of the Monterey Public Library."

-adopted by Library Board of Trustees, April 25, 2007

The Library Board of Trustees meeting packet may be reviewed by the public in the Library. Information distributed to the Library Board at the Board 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. 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

2007-2008 SCHEDULE

Wednesday, October 24	5pm	Library Board – regular meeting	Library Community Room
Wednesday, December 5	5pm	Library Board – regular meeting	Library Community Room
<i>Thursday, December 13</i>		<i>Tentative – Boards and Commissions Reception</i>	
Wednesday, January 23	5pm	Library Board – regular meeting	Library Community Room
Wednesday, February 27	5pm	Library Board – regular meeting	Library Community Room
Wednesday, March 26	5pm	Library Board – regular meeting	Library Community Room
Wednesday, April 23	5pm	Library Board – regular meeting	Library Community Room
Wednesday, May 28	5pm	Library Board – regular meeting	Library Community Room
Wednesday, June 25	5pm	Library Board – regular meeting	Library Community Room
Wednesday, July 23	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 and Readers Services Manager, Library Civic Information Center, Library staff room