



MONTEREY PUBLIC LIBRARY

625 Pacific Street
Monterey, California 93940

Library Board of Trustees Minutes

Regular Meeting
February 23, 2005
5:00pm

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

Library Director
Kim Bui-Burton

CALL TO ORDER

ROLL CALL

Library Board members present: Dempsey Butler, Harry Wareham, Alice Yamanishi, and Peggy Chandler, Mary Castagna

Library Board members absent: None

Staff members present: Kim Bui-Burton, Doug Holtzman, Inga Labeaune, Karen Brown, Jeanne McCombs

APPROVAL OF MINUTES

1. February 23, 2005

Motion by Castagna to approve the minutes. Second by Butler. Motion carried.

REPORTS

The Board acknowledged the following reports:

2. Friends of the Library ~ Anne Washburn is working on this year's House Tour. The Chocolate and Wine Tasting event has been stalled due to a family illness
3. Statistical report
4. Volunteer report
5. Financial report
6. Library activity report ~ Ms. Bui-Burton made the following additions:
 - a. The Volunteer Appreciation Brunch is scheduled for Saturday, April 9 from 10:30-12:00
 - b. Ms. Bui-Burton is negotiating with the new State Librarian to come for a reception at MPL on Tuesday, March 29, 2005.
 - c. Ms. Bui-Burton and Ms. McCombs are nominated for 2 Edgar Kennedy Awards at AMP for the Cover to Cover show. The awards will be held on Thursday, February 24, 2005.
 - d. Next week the boilers will be replaced, tentative schedule Feb. 28-March 3.
 - e. Many problems with the 2 public copiers. Copy quality is poor and there are a lot of problems with the interface between the copiers and the coin towers.
 - f. Ms. Yamanishi asked about the Bookmobile. Ms. Bui-Burton reported on vehicle maintenance meeting and that she repeated to them the Bookmobile was not going to be eliminated in this year's budget.
 - g. Preserve America award and the reasons that Monterey was selected as a Preserve America City is because of the partnership with the Military. Opportunity to highlight those partnerships. Filling in for Jim Conway during his leave.
 - h. Fundraising discussed at last months board meeting-we talked about community fundraising campaign. Because of the Salinas situation, the timing isn't right so we will scale back to and internal campaign and make community connections.
 - i. California History Room volunteer, Noble Stockton resigned. Dennis taking up some slack of the joint training with the Museum. Board suggested exploring internships with CSUMB. Progress being made on archival cataloging project.

7. Fundraising Subcommittee report ~ Mr. Wareham reported that he and Doug still have to meet with the Community Foundation and need to find out about the signatory.

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. Response to Council request for Board and Commission input on proposed FY 05-06 Budget Reduction Plan ~ The Board will email a response and modify as needed.
9. Change in Library Trust Fund budget to allocate donations for Library materials.
Motion by Yamanishi to approve the minutes. Second by Chandler. Motion carried.

INFORMATION ITEMS

The Board acknowledged the following information items:

10. Customer suggestions
11. Correspondence
 - a. Belated holiday card thanking the Bookmobile staff
 - b. Thank you to Bridget McConnell for the ILL service
 - c. Email thanking Jeanne McCombs regarding the Patrice Vecchione workshop
 - d. Email complimenting the January lobby display
 - e. Letter from performer Elizabeth Ellis thanking Jeanne McCombs
 - f. Expression of admiration to Monterey County Libraries published in Beirut Times
12. Information Items
 - a. Comments/feedback regarding Bilingual Storytime
 - b. Award presented to Jeanne McCombs and City of Monterey for Best Newsletter, Electronic Internal

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.

Ms. Bui-Burton briefed Board on Staff Workshop follow-up. Following a controversial meeting announcement, Mr. Wareham would like a statement added to the Community Room application. Announcements for meetings held in Community Room need a statement saying that the program isn't sponsored or endorsed by the Library or City.

ADJOURNMENT

The meeting was adjourned by Mr. Wareham at 6:25 p.m.

Respectfully submitted

Harry Wareham, Chair
Library Board of Trustees

Tricia Andrada
Administrative Assistant

“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.

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UPCOMING MEETINGS AND EVENTS

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
Wednesday, June 22	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