



MONTEREY PUBLIC LIBRARY

625 Pacific Street  
Monterey, California 93940

## Library Board of Trustees Minutes

Regular Meeting  
June 22, 2005  
5:00pm

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

Library Director  
Kim Bui-Burton

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### CALL TO ORDER

### ROLL CALL

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

Library Board members absent: Dempsey Butler

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

### APPROVAL OF MINUTES

1. May 25, 2005

*Motion by Yamanishi to approve the minutes. Second by Chandler. Motion carried.*

### REPORTS

The Board acknowledged the following reports:

2. Friends of the Library ~ Ms. Yamanishi reported on the fundraising activities and the new officers.
3. Statistical report
4. Volunteer report
5. Financial report
6. Library activity report ~ Ms. Bui-Burton made the following additions:
  - a. USA Today article reported FBI asking for library records and how that particular library responded. Example of good policy for response to such inquiries.
  - b. NPS Infofair on June 29, Trustee Yamanishi will attend.
  - c. Announced end of SRP party on July 14
  - d. RLS house gala reopening
  - e. Donation of two drypoint etchings by Walter Tittle
  - f. Waldenbooks donation of two prize Harry Potter books for trivia contest, plus three additional books for collection
  - g. City Council approved passage of general fund budget on June 21 as well as NIP and CIP.
  - h. Reference Supervisor Librarian II vacant position to be filled. There will also be some Part Time salary money available for additional On-call hours
7. Fundraising Subcommittee Report ~ Nothing to report at this time.

### 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

## UNFINISHED BUSINESS

8. Budget Update ~ Discussed in Library Activity Report
9. Approval of FY 2004-2005 Memo to Council ~ with changes noted in discussion and Trustee Wareham to take one final look at it.  
***Motion by Castagna to approve. Second by Yamanishi. Motion carried (with changes noted in discussion).***

## INFORMATION ITEMS

10. Customer suggestions
11. Informational Items
  - a. Announcement that Jeanne McCombs has been selected to receive the 2005 National Storytelling Network Pacific Regional Leadership and Service award.
  - b. Thank you to Kim Bui-Burton from the State Library
  - c. Thank you to Kim Bui-Burton from the California Cultural and Heritage Tourism Council
  - d. Thank you to Bridget McConnell for her ILL assistance
  - e. Thank you to Joe Johnson for his Reference assistance
  - f. Thank you to Victor Henry for his Reference assistance
  - g. Thank you to Kim Bui-Burton from the Personnel Department for her assistance on an oral board
  - h. Thank you to Bridget McConnell for her ILL assistance
  - i. Thank you to Monterey Public Library from the Toronto Public Library for the loaning of an item (ILL)
  - j. Thank you to Monterey Public Library staff from a customer

## 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.

Trustee Wareham thanked Mr. Holtzman for the Trust Fund update. Also, this is the last meeting of the FY, the next meeting will bring changes to the Chair and Vice Chair positions as it is time to rotate.

## ADJOURNMENT

The meeting was adjourned by Mr. Wareham at 5:50 p.m.

Respectfully submitted

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Harry Wareham, Chair  
Library Board of Trustees

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Tricia Andrada  
Administrative Assistant

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*“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, June 22	5pm	Library Board – regular meeting	Library Community Room
Wednesday, July 27	5pm	Library Board – regular meeting	Library Community Room
Wednesday, August 24	5pm	Library Board – regular meeting	Library Community Room
Wednesday, September 28	5pm	Library Board – regular meeting	Library Community Room

**Post agenda:** City Hall, Library Lobby, [monterey.org/boards/lib\\_agenda.html](http://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