



MONTEREY PUBLIC LIBRARY

625 Pacific Street
Monterey, California 93940

Library Board of Trustees Minutes

Regular Meeting
July 27, 2005
5:00pm

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

Library Director
Kim Bui-Burton

CALL TO ORDER

ROLL CALL

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

Library Board members absent: None

Staff members present: Doug Holtzman, Inga Labeaune, Karen Brown,

SELECTION OF OFFICERS

1. Selection of Officers

Trustee Butler declines position of Chair. Trustee Chandler appointed Chair, Trustee Yamanishi appointed Vice Chair.

Motion by Castagna to approve selection. Second by Butler. Motion carried.

APPROVAL OF MINUTES

2. June 22, 2005

Motion by Castagna to approve the minutes as amended. Second by Wareham. Motion carried.

REPORTS

The Board acknowledged the following reports:

3. Friends of the Library ~ Incredible Wine & Chocolate Tasting with 300-400 people is preliminary count. Grossed \$6,200 before expense. Some wine has been saved for future events. Ann Washburn is working on House Tour. Event was sold out.
4. Statistical report
5. Volunteer report
6. Financial report ~ Updated FY04-05 will be distributed next meeting
7. Library activity report ~ Trustees commented that the detail of the report is very helpful. Mr. Holtzman made clarification of Historyfest for Trustees. Mr. Holtzman made the following additions:
 - a. SRP final party was a great success.
 - b. Mr. Holtzman and Ms. Labeaune attended seminar for a initiative by the State Library for a statewide on-line catalog system. Monterey Public Library will be participating.
8. Fundraising Subcommittee Report ~ See Item #9

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

9. Request to Friends of the Library regarding establishment of a Restricted Purpose Fund for Monterey Public Library with the Community Foundation for Monterey County, and development of differentiated fundraising strategy.

Motion by Wareham to approve the request. Second by Butler. Motion carried with request for guidance as to implementation

UNFINISHED BUSINESS

INFORMATION ITEMS

10. Customer suggestions
11. Informational Items
 - a. 7/5/05 memo to City Council from Board
 - b. Thank you to Dennis Copeland for his assistance
 - c. Thank you to Dennis Copeland, donation included
 - d. Thank you from the Pacific Grove Kiwanis to Kim Bui-Burton
 - e. Thank you to Jeanne McCombs from Volunteer Coordinator, Tish Sammon
 - f. Thank you from local artist to Jeanne McCombs
 - g. Thank you to Karen Brown, Dina Stansbury, Jeanne McCombs and Joanne White
 - h. Thank you to Jeanne McCombs for her participation in the City's "Who Knew" contest
 - i. Thank you to Victor Henry and Joe Johnson for their Reference assistance
 - j. Email thanking Bridget McConnell for her ILL assistance
 - k. Email thanking Jeanne McCombs for her assistance
 - l. Email of appreciation to Jeanne McCombs regarding the Harry Potter Trivia Contest
 - m. Letter to Kim Bui-Burton acknowledging staff assistance, specifically Jeanne McCombs and Phyllis Kimber, with the Children's Services International book drive.
 - n. Email thanking Jeanne McCombs for assistance

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 agendize a matter of business on a future agenda.

Board commented on the number of "Thank You" letters acknowledge Jeanne McCombs fine work. Trustee Chandler added that the letters help familiarize her with all the types of work that the Library does. Trustee Wareham inquired as to Jeanne McCombs' capacity in coordinating the Alvarado Galley, discussion followed

ADJOURNMENT

The meeting was adjourned by Ms. Chandler at 6:10 p.m.

Respectfully submitted

Peggy Chandler, 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, September 28	5pm	Library Board – regular meeting	Library Community Room
Wednesday, October 26	5pm	Library Board – regular meeting	Library Community Room
Wednesday, December 1	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