



MONTEREY PUBLIC LIBRARY

625 Pacific Street
Monterey, California 93940

Library Board of Trustees Minutes

Regular Meeting
January 25, 2006
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: Dempsey Butler, Mary Castagna, Peggy Chandler, Harry Wareham, Alice Yamanishi

Library Board members absent: None

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

APPROVAL OF MINUTES

1. December 7, 2005

Motion by Castagna to approve the amended minutes. Second by Yamanishi. Motion carried.

REPORTS

The Board acknowledged the following reports:

2. Friends of the Library ~ Booksales are the first Saturday of each month; Chocolate and Wine Tasting scheduled for July 20, 2006; House Tour scheduled for October 15, 2006
3. Statistical report
 - a. November 2005
 - b. December 2005
4. Volunteer reports
 - a. November 2005
 - b. December 2005
5. Financial reports
 - a. November 2005
 - b. December 2005
 - c. October Trust Fund Balance
6. Library activity report ~ Ms. Bui-Burton made the following additions: a) State Library PLF Money coming in the amount of \$12, 033; b) Ms. Bui-Burton was on the interview panel for Pacific Grove Library Director recruitment; c) Will serve on review panel for "Librarians for the 21st Century" federal grants for the Institute of Museum and Library Services in Washington DC in early March; e) Sunday, January 22, the Fire Department's Heavy Rescue vehicle rolled out of the Fire Station bay and into the tree outside the Library; f) focus groups in March in Neighborhood Centers – series to include good mix of people, Wednesday and Thursday evenings, specific trends etc.
7. Fundraising Subcommittee report ~ There are three ways of raising funds for the Library: The Community Foundation, the Friends (what they're currently doing and also for people who don't like giving money to the city) and the Trust Fund. Committee will meet again in February. Plan to come to full Board with complete clarification of different funds, fundraising plans, and goals.

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. Approval to close the Library on April 27, 2006 for annual staff development workshop
Motion by Yamanishi to approve. Second by Castagna. Motion carried

9. Update on Bookmobile program and next steps in planning for the next generation of Bookmobile services.
Motion by Butler to move forward to ask Council to approve going out to bid on new bookmobile with the understanding that staff develop a report with costs, additional statistics, a timeline, and options for service expansion. Second by Yamanishi. Motion carried

UNFINISHED BUSINESS

10. Authorizing Trust Fund expenditures for Stories for Adults 20th Anniversary Tell-A-Celebration (formerly Tellabration)
Motion by Castagna. Second by Yamanishi. Motion Carried

INFORMATION ITEMS

11. Customer suggestions
12. Informational Items
 - a. Copy of Peninsula Post article
 - b. Thank you from journalist to Dennis Copeland
 - c. Thank you to Bridget McConnell for her assistance
 - d. Email acknowledging effort put into Annual Report
 - e. Thank you from Monterey Institute to Dennis Copeland
 - f. Card of thanks to Dennis Copeland
 - g. Letter to Bay St. Louis Library from Friends, sent with \$1,000 donation
 - h. Email thanking Bridget McConnell for her assistance
 - i. Holiday thank you card acknowledging Bridget McConnell
 - j. Note of thanks to Kim Bui-Burton for the new large print books
 - k. Card of thanks acknowledging the Reference staff
 - l. Card of thanks acknowledging the Reference staff
 - m. Email regarding the Annual Report
 - n. Email from Library volunteer thanking Jeanne McCombs
 - o. Email (sent as Customer Suggestion) supporting the Terrace being open and acknowledging the Reference staff
 - p. Copy of letter to City Manager Meurer thanking him for his presentation at the U.S. Cultural & Heritage Tourism Summit in Washington, DC, put together by Kim Bui-Burton together with a copy of "Letter to Leaders" from Monterey History and Art
 - q. Copy of Carmel Pine Cone article about Food For Fines program
 - r. Copy of MC Lars advertisement from Monterey Herald
 - s. Email acknowledging Bridget McConnell's efforts
 - t. Holiday card of thanks to Jeanne McCombs
 - u. Card of thanks to the staff

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.

Trustee Wareham introduced upcoming Library Bond Measure.

Chair Chandler requests that Non-Resident fees be agendized for February meeting.

ADJOURNMENT

The meeting was adjourned by Ms. Chandler at 6:40 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.

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, December 15 TBD Boards and Commissions meeting Conference Center

2006 SCHEDULE

Wednesday, January 25 5pm Library Board – regular meeting Library Community Room
Wednesday, February 22 5pm Library Board – regular meeting Library Community Room
Wednesday, March 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