



MONTEREY PUBLIC LIBRARY

625 Pacific Street  
Monterey, California 93940

## Library Board of Trustees Minutes

Regular Meeting  
March 28, 2007  
5:00pm

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

Library Director  
Kim Bui-Burton

### CALL TO ORDER

### ROLL CALL

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

Library Board members absent: Maxine Reneker

Staff members present: Kim Bui-Burton, Doug Holtzman, Diane DeWeese, Inga Labeaune, Jeanne McCombs

### APPROVAL OF MINUTES

1. February 28, 2007

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

### REPORTS

2. Friends of the Library~ Ms Chandler reported that History Day was held on March 11, 2007 and that a first prize of \$100 was awarded, along with an additional second prize of \$50. A prize of \$100 was also awarded for a project on Monterey County History; Plans are in the works for the Chocolate & Wine tasting to be held on July 19, 2007 and the House Tour on October 14, 2007; Friends will be assisting again with the June elections; The Friends' mini booksale held on Cutting Day was successful and \$190 was raised for MPL; as part of a fund raiser for MPL, Friends will be volunteering at the Big Sur Marathon in April. They will be stuffing packets, handing out tee shirts, and assisting at the Conference Center; on April 20, 2007, a Teen Poetry contest will be held at MPL and two \$100 prizes will be awarded; Ms Bui-Burton added that MPL received a \$1000 grant from Friends for the Born To Read program for fiscal year 07/08.
3. Statistical report
4. Volunteer report
5. Financial report
6. Library activity report~ Ms. Bui-Burton made the following additions: a) A staff workshop was held on March 15, 2007 that was very informative and educational for all attending; b) A new look for the Library web and homepage will be debuting on Friday, March 30<sup>th</sup>; c) Grace Melady, Youth Services librarian, will be leaving to accept a position at Harrison Memorial Library in Carmel; d) April 15-21 is National Library Week and Ms Bui-Burton has taped two PSA's to air that week. Library Workers Appreciation day will be April 17<sup>th</sup> and City Staff Appreciation Day will be on April 19<sup>th</sup>; e) Ms Bui-Burton had the opportunity to participate in

two sessions of the City Council Retreat focusing on developing a Vision, Mission and Values plan for the City's future.

#### **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. Approving FY 07/08 Operating budget proposals  
***Motion by Wareham to approve. Second by Castagna. Motion carried.***
8. Approving FY 07/08 Trust Fund budget proposal  
***Motion by Wareham to approve. Second by Chandler. Motion carried.***

#### **UNFINISHED BUSINESS**

9. First reading – Proposed Revised Library Board Mission statement  
***Trustees recommended that revisions be made to the Mission Statement and table to April 25, 2007 meeting for discussion.***
10. Second Reading and Approval – Library Board Policy 401: Collection Development  
***Motion by Chandler to approve. Second by Castagna. Motion carried.***
11. Update on Library Strategic Plan 2010

#### **INFORMATION ITEMS**

12. Customer suggestions
13. Informational Items
  - a. Letter from City of Watsonville thanking Joe Johnson for his participation in a recruitment process
  - b. Note of thanks to Dennis Copeland for his assistance
  - c. Copy of Recycling Article from City's internal newsletter City Talk
  - d. Copy of page of City's internal newsletter City Talk listing program line-up for Cover to Cover and an article about Live Homework Help
  - e. Copy of Spotlight on You article on Joanne White from City's internal newsletter
  - f. Email from storyteller thanking Jeanne McCombs
  - g. Email thanking Jeanne McCombs for the Stories for Adults series
  - h. Email from the Chamber of Commerce thanking Jeanne McCombs for her business referral
  - i. Article listed on NewsBank from The Californian regarding research done by Dennis Copeland

## 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. Yamanishi, just having returned from a trip to England, brought in a pub coaster that promoted libraries and learning as an idea for MPL. The idea was well received.

## ADJOURNMENT

The meeting was adjourned at 7:00 p.m.

Respectfully submitted

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Alice Yamanishi, 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.

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.



## 2007 SCHEDULE

Wednesday, April 25	5pm	Library Board – regular meeting	Library Community Room
Wednesday, May 23	5pm	Library Board – regular meeting	Library Community Room
Wednesday, June 27	5pm	Library Board – regular meeting	Library Community Room
Wednesday, July 25	5pm	Library Board – regular meeting	Library Community Room
Wednesday, August 22	5pm	Library Board – regular meeting	Library Community Room
Wednesday, September 26	5pm	Library Board – regular meeting	Library Community Room
Wednesday, October 24	5pm	Library Board – regular meeting	Library Community Room
Wednesday, December 5	5pm	Library Board – regular meeting	Library Community Room

**Post agenda:**  
**Distribute agenda:**

City Hall, Library Lobby, [monterey.org/boards/lib\\_agenda.html](http://monterey.org/boards/lib_agenda.html)  
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