



MONTEREY PUBLIC LIBRARY

625 Pacific Street
Monterey, California 93940

Library Board of Trustees Minutes

Regular Meeting
September 26, 2007
5:00pm

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

Library Director
Kim Bui-Burton

CALL TO ORDER

ROLL CALL

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

Library Board members absent:

Staff members present: Kim Bui-Burton, Doug Holtzman, Tricia Andrada, Jeanne McCombs, Karen Brown, Francesca Garibaldi

New Employees: Lisa Gonzalez and Francesca Garibaldi introduced

APPROVAL OF MINUTES

1. July 25, 2007

Motion by Wareham to approve as amended. Second by Yamanishi. Motion carried.

REPORTS

1. Friends of the Library ~ Ms. Yamanishi reported the September 5th quarterly meeting wrapped up the year noting that most importantly this year they raised \$38,000. After approximately \$18,500 in expenses towards Born to Read, History Days, Poetry, & Bucks for Books, \$20,000 still remains for investment; Support the House Tour – buy tickets for your friends to involve more people. The Library Board is hosting house #2 at 510 Archer Street, Parmalee Mansion; Friends work the polls on 11/6. \$1000 designated; Half Marathon 11/10 – volunteers welcome; Giant book sale 1/5-6. Always need help and donations; Robert Savukinas – new Friends secretary; Friends voted to allocate money for a memorial for Jerry Fry - an additional case with glass shelving for the California History room with a plaque downstairs noting him as the first president of the Friends.
2. Statistical report
3. Volunteer report
4. Financial report ~ More to follow re: budget (state) cuts
5. Library activity report ~ a) Ms. Bui-Burton reported that Inga Labeaune represented the MPL at the Community Foundation's donor appreciation event; b) Attending planning meeting in middle of October for County wide literacy initiative; c) First weekend in August Bookmobile at Back to School Fair at Whole Foods with Peggy & Marian and the second weekend at the Del Monte Back to School Fair with Harry, Alice, Jeanne, Mary, Kim; d) Jeanne spent much of the month planning History Fest. Official kick-off next Friday, 10/5 at 11:30 a.m. in front of

Colton Hall. Library's opening of Shades of Monterey exhibit at Alvarado Gallery, Friday, 10/5 from 5:30 – 7:00 p.m.; e) Jeanne also participated in the Historic Monterey collaborative at the Carmel Arts Fair and arranged for two Cover to Cover sessions to be taped; f) Welcome newest Youth Services Librarian Jillean McCommons starting 10/1; g) Doug did a wonderful job representing MPL at California State Librarians Orientation in Sacramento; h) Some years ago participated in California State Library Task Force to update and revise the California State organization that talks about the types of public libraries, governance, and so on. (Information provided); i) New annual report completed; j) Jeanne participated in planning session and Kim participated on County Creative Arts Master Plan funded by Irvine Foundation through the Community Foundation. Work on this has led the County Board of Supervisors to double their investments to the Culture Arts Council from approximately \$150k to \$300k; k) New County Librarian, Jayanti Addleman; l) New Marina Library grand opening celebration on Saturday 11:00 a.m. – 2:00 p.m.; m) New Harrison Memorial Library Library Director, Janet Bombard-Cubbage; n) Pacific Grove cuts will not affect PG Library; o) Last Thursday MPL participated in "Read for the Record." Staff read *The Story of Ferdinand* in English & Spanish to over 250 kindergarten children in Monterey. 250,000 nationwide participated; p) History Day 'How-to' program on 9/29; q) Laptop loans continuing well; r) Great time in Catalina. Collaboration speech went well; s) Next week to St. Paul with City Manager Fred Meurer for the Preserve America Conference; Kim will represent libraries with United Way as part of their "Strong Kids, Healthy Families," initiative council helping develop outcomes based evaluation & assessments for local agencies; t) Working on statewide taskforce following the Washington D.C. Connecting to Collections conference. Writing a \$40k state grant that involves assessing museums, libraries, and archives to have them determine highest priority preservation needs in California hopefully leading up to a State \$500k grant application. Historic Monterey has been asked to be a part of this; u) MPL received a State Library planning grant for 'Life After 50, Services to the Boomer Generation'. Joe & Inga wrote the grant application and will attend Pasadena for a three-day training on serving the Boomer population. (Two partners: Alliance on Aging & Osher Learning Institute at CSUMB)

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

6. Approval of Calendar Year 2008 holiday and closure schedule
Motion by Wareham to approve. Second by Yamanishi. Motion carried.
7. Rescinding Policy 205: Magazine Sponsorship Program
Motion by Wareham to approve. Second by Reneker. Motion carried.
8. Review of the Library Facilities Master Plan
Study session scheduled for January 9, 2008 at 9 a.m.

UNFINISHED BUSINESS

9. Second reading and adoption of revised Policy 105: Use of Library Meeting Rooms
Motion by Wareham to approve. Second by Reneker. Motion carried.
10. Update on Library Strategic Plan 2010

INFORMATION ITEMS

11. Customer suggestions

12. Informational Items

- a. MPL organization chart
- b. Email thanking Kim Bui-Burton for her work with the United Way and asking if she would serve on the United Way Community Impact Council (job description attached)
- c. Email thanking Joanne White for a gift card
- d. Email thanking Monterey Public Library staff for the “wonderful Harry Potter Party”
- e. Email acknowledging Jeanne McCombs for her assistance
- f. Email from Monterey County Administrative Office thanking Kim Bui-Burton for assistance on a recruitment panel for the County Librarian position
- g. Copy of City Council meeting minutes where Councilmember Downey recognized the work of the Library Director and staff for the distribution of Harry Potter books at midnight on the day of the release.
- h. Summary of comments relating to the Library from the City Focus Customer Survey
- i. Copy of “Congratulations to the Champions of the Arts” with picture of Kim Bui-Burton presenting Beverly Cleary with the Lifetime Achievement Award.
- j. Letter acknowledging Bridget McConnell’s excellent service
- k. Email thanking Joe Johnson for his assistance in retrieving articles from Santa Cruz
- l. Letter acknowledging Kim Bui-Burton’s participation in the *Connecting to Collections* summit
- m. Card thanking Monterey Public Library staff for the basket awarded as part of the Adult Summer Reading program

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. Chandler mentioned a public citizen had asked her to relay the idea of free museum passes for anyone with a library card.

ADJOURNMENT

The meeting was adjourned at 6:30 p.m.

Respectfully submitted

Mary Castagna, Chair
Library Board of Trustees

Francesca Garibaldi
Administrative Assistant

“The Board of Monterey Public Library Trustees provides stewardship for Monterey Public Library assets and services on behalf of all residents, ensures adaptability to a diverse population, changing environment and advancing technology. Trustees advise the City Council on matters pertaining to the Library, and advocate on the Library’s behalf, while ensuring an ongoing flow of information between the

Library, the community and the City Council, in accordance with Section 7.1 of the Monterey City Charter and in support of the mission statement of the Monterey Public Library.”

-adopted by Library Board of Trustees, April 25, 2007

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. 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.



2007-2008 SCHEDULE

Wednesday, October 24	5pm	Library Board – regular meeting	Library Community Room
Wednesday, December 5	5pm	Library Board – regular meeting	Library Community Room
<i>Thursday, December 13</i>		<i>Tentative – Boards and Commissions Reception</i>	
Wednesday, January 9	9am	Library Board – study session	Library Community Room
Wednesday, January 23	5pm	Library Board – regular meeting	Library Community Room
Wednesday, February 27	5pm	Library Board – regular meeting	Library Community Room
Wednesday, March 26	5pm	Library Board – regular meeting	Library Community Room
Wednesday, April 23	5pm	Library Board – regular meeting	Library Community Room
Wednesday, May 28	5pm	Library Board – regular meeting	Library Community Room
Wednesday, June 25	5pm	Library Board – regular meeting	Library Community Room
Wednesday, July 23	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