



MONTEREY PUBLIC LIBRARY

625 Pacific Street
Monterey, California 93940

Library Board of Trustees Minutes

Regular Meeting
December 5, 2007
5:30pm

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: Mary Castagna, Peggy Chandler, Harry Wareham, Alice Yamanishi, Maxine Reneker

Library Board members absent: None

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

APPROVAL OF MINUTES

1. October 24, 2007
Motion by Chandler to approve. Second by Wareham. Motion carried.

REPORTS

2. Friends of the Library ~ Reviewed Friends fundraising at meeting. Concerned with the lack of money fundraised; Approved wish list the Librarian and staff put forward that included the new 'Travelers Bag' pilot program; money approved for youth & teen zone furnishings, holiday series programs, born to read, library promotional videos to run on channel 25, meeting room tables, and awards for teen poetry; Friends will volunteer next year to docent a house for the House Tour.
3. Statistical Report
4. Volunteer Report
5. Financial Report
6. Library activity report ~ Ms. Bui-Burton made the following additions: a) Food for Fines began b) Bucks for Books aims to raise \$20,000 and has raised \$4,260 from the community plus an additional \$10,000 donated by the Friends of the Library c) 500 Compact fluorescent light bulbs given to community members d) Shelf to Shore program will begin at the Library on December 10, 2007 e) Library received a state library grant for the new initiative 'Transforming Life After 50.' Inga and Joe attended a conference regarding this and Karen & Jillian recently returned from an Early Learning with Families training – more to come on both of these great programs f) Mandated harassment training must be completed by year end g) Big thank you to Doug, Trish, Jeanne for help with successful Silent Angel Auction.

NEW BUSINESS

- 6a. Determination of the need to take immediate action on and approval of Library closure February 15-17, 2008 or other dates to be specified by the Library Director for replacement of lighting fixtures.
Motion by Yamanishi to approve. Second by Chandler. Motion carried.
Motion by Reneker to approve. Second by Wareham. Motion carried.
7. Approval of Memorandum of Understanding (MOU) between Monterey Public Library, Monterey County Free Libraries, Harrison Memorial Library, Pacific Grove Public Library, Seaside History Project and the Foundation of California State University Monterey Bay
Motion by Reneker to approve. Second by Wareham. Motion carried.
8. Recommendation to City Council to Approve Award of Contract for Purchase of Replacement Bookmobile
Motion by Wareham to approve. Second by Reneker. Motion carried.
9. First Reading and Approval of Revised **Policy 140: Charges for Printing**
Motion by Chandler to approve. Second by Yamanishi. Motion carried.
10. Authorization to participate in discussions regarding a possible contract to provide library services in the City of Pacific Grove

Public Comment: Ellen Pastore commented she was attending the meeting in support of the Pacific Grove Library staff. She thanked the Board for their sensitivity and support.

Motion by Chandler to approve. Second by Yamanishi. Motion carried.

UNFINISHED BUSINESS

11. Approval of Library Strategic Plan **Monterey Public Library 2010**
Motion by Reneker to approve plus any technical corrections that need to be made. Second by Chandler. Motion carried.
12. Approval of Library Board Work Plan Report to City Council
Motion by Chandler to approve. Second by Reneker. Motion carried.

INFORMATION ITEMS

13. Customer suggestions
14. Informational Items
- a. Thank you letter to Tricia Andrada from Travis Axton
 - b. Appreciation for Tricia Andrada's assistance
 - c. Thank you card to Kim Bui-Burton recognizing importance of the MPL & it's staff
 - d. Thank you card to Dennis Copeland
 - e. Thank you card to Dennis Copeland for finding photo and story from WW II
 - f. Thank you to Dennis Copeland on Shades of Monterey exhibit

- g. Thank you card to Jeanne McCombs for yearly Robert Louis Stevenson unbrithday
- h. Thank you card to Jeanne McCombs regarding Home Tour
- i. Thank you card to Jeanne McCombs regarding Home Tour
- j. Thank you note to Jeanne McCombs on Shades of Monterey
- k. Thank you to Bridget McConnell for wonderful service
- l. Shades of Monterey comment cards

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.

The Board agreed to set a date for a special Study Session in the Community Room on January 9, 2008 at 9 am.

ADJOURNMENT

The meeting was adjourned at 7:35pm

“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 Library Board at the Board 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.



Respectfully submitted

Mary Castagna, Chair
Library Board of Trustees

Francesca Garibaldi
Administrative Assistant

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2007-2008 SCHEDULE

Thursday, December 13	Boards and Commissions Reception	Conference Center
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