Monterey Public Library
625 Pacific Street
Monterey, California 93940

Library Board of Trustees
Minutes

Regular Meeting
Wednesday, February 27, 2008
7:00 p.m.
Library Community Room

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

Library Director
Kim Bui-Burton

CALL TO ORDER

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

Library Board members absent: None

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

PRESENTATION

1. Presentation to the Monterey Public Library by Monterey County Food Bank
   ~ Monterey Public Library patrons donated 1,600 pounds of food during the Food for Fines campaign.

APPROVAL OF MINUTES

2. January 23, 2008
   Motion by Harry Wareham to approve. Second by Alice Yamanishi. Motion carried.

REPORTS

3. Friends of the Library ~ Book Sale final total is $2,500; Final approved donated funds towards Library's wish list is $22,840; Thank you & kudos to Barbara & Mike for election work; Update of mailing list in process; Ms. Bui-Burton added that she attended the Friends fundraising committee meeting & the Chocolate & Wine tasting event will be rescheduled from it's traditional July date.
4. Statistical report ~ Correction: 31,345 January Customer Visits
5. Volunteer report
6. Financial report
7. Library activity report ~ Ms. Bui-Burton made the following additions: a) The Library will host a mixer for Chamber of Commerce members Tuesday morning with the unveiling of the lobby display showing the Chamber history.

NEW BUSINESS

8. Discussion of Board Budget priorities for FY 2008/2009
9. Approval of Library work program for 2008/2009
   Board asked the Library work program to focus on broad areas in the Strategic Plans.
   Tabled to March 26, 2008 meeting.

UNFINISHED BUSINESS

10. Approval of next steps, time line and benchmarks for Community Needs Assessment
    Motion by Harry Wareham to approve. Second by Maxine Reneker. Motion carried.
11. Update on Facility Assessment
12. Update on Pacific Grove Library

INFORMATION ITEMS

13. Customer suggestions

14. Informational Items
    a. Herald article featuring Jeanne & Dennis regarding Chamber of Commerce anniversary
    b. MPL Blog
    c. Shades of Monterey impact
    d. Shades of Monterey gratitude & CHR photo request
    e. Email thanking Tricia Andrada
    f. Appreciation to Dennis & Jeanne
    g. Thank you card to Jeanne
    h. Thank you to Doug & David for updating emergency web page
    i. Thank you to Dennis for excellent presentation

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.

ADJOURNMENT

The meeting was adjourned at 8:30 p.m.

Respectfully submitted

Mary Castagna, Chair	Francesca Garibaldi
Library Board of Trustees	Administrative Assistant

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.

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UPCOMING MEETINGS AND EVENTS

2008 SCHEDULE

Wednesday, April 2	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 – study session	Library Community Room
Wednesday, July 23	5pm	Library Board – regular meeting	Library Community Room
Wednesday, August 27	5pm	Library Board – regular meeting	Library Community Room
Wednesday, September 24	5pm	Library Board – regular meeting	Library Community Room
Wednesday, October 22	5pm	Library Board – regular meeting	Library Community Room
Wednesday, December 3	5:30pm	Library Board – regular meeting	Library Community Room
Thursday, December 11		Board & Commission Holiday Reception	MCC

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, Executive Assistant II, Special Services Coordinator, Youth Services Manager, Reference and Readers Services Manager, Library Civic Information C enter, Library staff room