



Monterey Public Library  
625 Pacific Street  
Monterey, California 93940

## Library Board of Trustees Minutes

Regular Meeting  
Wednesday, September 23, 2009  
5:00 p.m.  
Library Community Room

Board of Trustees  
Alice Yamanishi, Chair  
Clyde Roberson, Vice Chair  
Mary Castagna  
Tony Leyva  
Maxine Reneker

Library Director  
Kim Bui-Burton

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### CALL TO ORDER

Chairperson Yamanishi called the meeting to order at 5:04 p.m.

### ROLL CALL

Library Board members present: Mary Castagna, Tony Leyva, Maxine Reneker, Clyde Roberson, Alice Yamanishi

Library Board members absent: None

Library Staff members present: Kim Bui-Burton, Doug Holtzman, Inga Labeaune, Jeanne McCombs, Dina Stansbury, Victor Henry, Karen Brown, Francesca Garibaldi

### PRESENTATION

#### 1. Recognition of David Kuhn for Twenty-five Years of Service

High School student and Library customer David Kuhn began working for the Library over **30** years ago as a part-time Library Page. He became a full-time Library Aide in August of 1984, a Library Assistant I in 1991, Circulation Supervisor in 1998, and Technology Services Specialist in February 2003.

As Circulation Supervisor, David improved or established and documented almost every Circulation procedure. He continues to maintain the Library's Web-based Staff Manual. In his current Circulation assignment, overseeing and processing holds, he regularly implements improvements in procedures, workflows, and the specialized software he developed to streamline the process. This software is one of several programs David has written to extend the capabilities of the Library computer system, including applications for checking out and reserving laptops, printing spine labels, and producing a wide variety of statistics and reports.

David has supported the Special Services program by assisting in public programs and events, operating and maintaining audiovisual equipment, and designing and producing

flyers, brochures and reports. He worked with the Special Services Coordinator to develop and implement The Library IDEA, the Library's email/Web newsletter.

Since his 20-year recognition, David has reformatted and redesigned the entire Library Web site—twice--and implemented dozens of enhancements in the Web Catalog. The Library's Web Branch model is based on providing 24/7 dynamic, interactive Web services. David is responsible for much of the technology that makes this possible. In order to create new services, make existing services easier to use, improve compliance with Web standards, and ensure compatibility with multiple browsers, David has added expertise in an alphabet soup of technologies such as AJAX (Asynchronous JavaScript and XML), APIs (Application Programming Interface), and CSS (Cascading Style Sheets), to his resumé. He was a popular presenter at the most recent Innovative Users Group national conference because of his creative use of JavaScript to improve the usability of the Web Catalog by rewriting system-generated pages on the fly.

David has prepared and presented clear guides to complex subjects for the PALS group and Library Web developers. Even more important, he provides informal technology training and assistance to co-workers and customers on a daily basis. Combining an enthusiasm for the potential of emerging technologies with an ability to recognize their risks and limitations, he plays an essential role in technology planning.

Like the Doctor of *Doctor Who* fame, David has remarkable technical skills, but it is his eagerness to explore and his commitment to service that have contributed so much to the Library and its customers for the past quarter-century. I only wish I could get him a sonic screwdriver. Thank you, David, for twenty-five years of exceptional full-time service to the Library and the Monterey community.

### **CONSENT ITEMS**

CONSENT AGENDA consists of those items which are routine and for which a staff recommendation has been prepared. A member of the public or a Board member may request that an item be placed on the regular agenda for further discussion.

***Motion by Maxine Reneker to approve consent agenda. Second by Mary Castagna. Motion carried.***

### **APPROVAL OF MINUTES**

C1. August 26, 2009

**\*\*\*End of Consent Agenda\*\*\***

### **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.

**Chairperson Yamanishi opened the floor for public comments:**  
No public comments

## NEW BUSINESS

2. Review of Designated and Undesignated Funds in the Library Trust Fund
3. Approval of Fund Development Subcommittee Recommendation to Hire Contract Part-time Fund Development Coordinator Using Undesignated Trust Fund Reserves  
***Motion by Maxine Reneker to approve. Second by Tony Leyva. Clyde Roberson opposed the motion. Motion carried 4:1.***
4. First Reading of Revised **Policy 160: Library Volunteer Program**

## UNFINISHED BUSINESS

5. Library Fund Development Subcommittee Report
6. Update on Pacific Grove Public Library

## 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.

Trustee Castagna inquired about the upcoming Friends House Tour.

Trustee Reneker noted the Association of Library Adv. Friends Foundation has a nice newsletter worthy of reading.

Trustee Yamanishi inquired about the status of InterLibrary Loans

Trustee Leyva announced his continued efforts as a SPARC Boardmember to ensure all student members have a Library card.

## ADJOURNMENT

The meeting adjourned at 6:30 p.m.

Respectfully submitted

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Alice Yamanishi, Chair  
Library Board of Trustees

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Francesca Garibaldi  
Administrative Assistant I

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*"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.



## UPCOMING MEETINGS AND EVENTS

### 2009 - 2010 SCHEDULE

Wednesday, October 28	5pm	Library Board – regular meeting
Wednesday, December 2	5pm	Library Board/Friends of MPL – Holiday Reception
Wednesday, December 2	6pm	Library Board – regular meeting
Wednesday, January 27, 2010	5pm	Library Board – regular meeting
Wednesday, February 24, 2010	5pm	Library Board – regular meeting
Wednesday, March 24, 2010	5pm	Library Board – regular meeting
Wednesday, April 8, 2010	5pm	Library Board – regular meeting
Wednesday, May 26, 2010	5pm	Library Board – regular meeting
Wednesday, June 3, 2010	5pm	Library Board – regular meeting

<b>Post agenda:</b>	City Hall, Library Lobby, <a href="http://monterey.org/boards/lib_agenda.html">monterey.org/boards/lib_agenda.html</a>
<b>Distribute agenda:</b>	City Council reading packet
<b>Distribute agenda packets:</b>	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 Center, Library staff room