



**CITY OF FULLERTON
FULLERTON PUBLIC LIBRARY
LIBRARY BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
March 21, 2024, 6:00 P.M.
Fullerton, California**

CALL TO ORDER

Vice President Watson called the meeting to order at 6:30 p.m.

ROLL CALL

Present: Trustee Paden, Trustee Sarvas, and Vice President Watson (McLellan)

Absent: President Chen, Corresponding Secretary Dale, and Foundation Representative Lee

Staff: Library Director Judy Booth, Senior Librarian Jaime Cortes, Recording Secretary Ruth Leopold, Administrative Analyst Alec MacLennan, Senior Librarian, Technical Services Bethany Weinberg, and City Clerk Lucinda Williams

LIBRARY DIRECTOR / STAFF REPORTS

- City Council Meetings. *February 6* – Purchase order to Tech Logic for Library Automated Materials Handler System Replacement approved. *February 20* – Security services agreement amendment approved. *March 5* - Environmentally preferred purchasing policy to comply with Senate Bill 1383 affects what supplies we purchase, and we must be in compliance. *March 19* – Hunt Library security funding approved. Senate Bill 1383 compliance action plan for services and programs related to solid waste, recycling and organics collection. This will apply to City government offices and work areas.
- Main Library Including Security Update – Programming update.
- Hunt Library Including Security Update – Major construction of parking and ADA ramps. Hunt Grand Reopening is on April 13.
- Budget Update – City Council Study Budget Session has been changed from April 16 to 23.

**LIBRARY BOARD OF TRUSTEES / FOUNDATION AND FRIENDS
COMMUNICATIONS AND REPORTS**

Library Board of Trustees

Trustee Sarvas spoke about budget cuts to State Parks Pass program and encouraged the public to show their support and speak to their representatives in Sacramento.

Foundation (FPLF)

There was no representative present.

Friends

Representative Steedman said the book sale was very successful.

PUBLIC COMMENTS

Unidentified speaker had questions about annual budget, how are resources funded and distributed among library services, consider adding updated computers and software, does library deal with academic libraries?

Curtis Gamble - provided information about homeless services in Fullerton.

CONSENT CALENDAR (Items 1-4)

Public Comments – none

MOTION made by Trustee Paden, SECONDED by Trustee Sarvas to ACCEPT the Consent Calendar. MOTION carried 3-0-2. Absent: Chen and Dale.

REGULAR BUSINESS

1. 2023 Foundation Pledge to the Library

Public comments - None

Vice President Watson was very grateful for the Foundation's donation.

MOTION made by Trustee Paden, SECONDED by Trustee Sarvas to direct the Library Director to ask the Foundation for the \$51,900 donation to the Library. Motion carried 3-0-2. Absent: Chen and Dale.

2. Equipment and Licensing Renewal for Various Infrastructure Upgrades for Main and Hunt Libraries

Staff report.

Public comments - None

Discussion about Friends/Foundation funding and how they were both in support of this project.

MOTION made by Trustee Paden, SECONDED by Trustee Sarvas to approve the use of up to \$29,000 from either the Foundation and/or Friends of the Library Restricted Account to supplement the remaining costs to purchase needed infrastructure upgrades for Hunt and Main Libraries and license usage not covered by the E-Rate Grant funding. With the understanding to consult with both entities of the Friends and Foundation. Any amount not

used for the remaining costs shall remain in the Foundation and/or Friends Restricted Account when the purchase is complete. Motion carried 3-0-2. Absent: Chen and Dale.

3. Library Expenditure Summary Review

Staff report presented and there was discussion about a future Special Budget Study Session Meeting.

Public Comments: None

MOTION made by Trustee Sarvas, SECONDED by Paden to receive and file. Motion carried 3-0-2. Absent: Chen and Dale.

4. 2024-25 Library Fees Schedule

Staff report presented, passport photo fees increase discussed and new photo location in library.

Public comments – None

MOTION made by Trustee Paden, SECONDED by Trustee Sarvas to adopt the redlined changes on the Fee Schedule for 2024-25. Motion carried 3-0-2. Absent: Chen and Dale.

ADJOURNMENT – Meeting was adjourned at 7:09 p.m. A Regular Meeting of the Library Board of Trustees is scheduled for April 25, 2024 at 6:00 p.m.

Respectfully submitted,

Ruth Leopold

Ruth Leopold, Recording Secretary