



**CITY OF FULLERTON  
Fullerton Public Library  
LIBRARY BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
March 24, 2022, 6:00 P.M.  
Fullerton, California**

**CALL TO ORDER**

President Ballard called the meeting to order at 6:01 p.m.

**ROLL CALL**

Present: President Ballard, Trustee Chen, Trustee Garcia, Foundation Representative Johnson, Friends Representative Steedman and Trustee Strauss

Absent: Corresponding Secretary Paden

Staff: Library Director Judy Booth, Recording Secretary Ruth Leopold, Technical Assistant II Alysha Long, and Senior Librarian Technical Services Bethany Weinberg

**LIBRARY DIRECTOR / STAFF REPORTS**

- March 1 and 15 City Council Meetings – Corresponding Secretary Paden was re-appointed to the Library Board
- Main Library Including Security Update – There was nothing to report.
- Hunt Library Including Security Update – There was nothing to report.
- 2022-23 Library Budget Update – This will appear at the trustees next meeting.
- Restricted Account Update – Foundation - \$440,976.95 and Friends \$299,957.93. Total amount in account - \$740,934.88
- Winter Reading Club Statistics – Adults 557, Teens 34 signups with 2 completed and Children's 177 signed up and 62 completed. It was very successful.
- Fullerton Market Volunteer Sign-Ups – Sign-up sheet was distributed.
- Mystery Date with a Book Update – Alysha Long - Very successful program. Thanked the Friends for programming support

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

Trustee Garcia spoke about an event he attended at Richman Elementary with LeVar Burton as guest speaker.

Interim Vice President Strauss asked about the staff's needs during the Fullerton Market.

Trustee Chen was thankful for the Friends support for the Mystery Date with a Book.

President Ballard thanked the Fullerton community for the incredible support of the library with all of the e-mails and letters and said it made the trustees feel very proud to be a part of the library.

Trustee Chen asked to hear about the Summer Reading Program.

## **FOUNDATION (FPLF)**

There was nothing to report.

## **FRIENDS**

Representative Steedman announced the March 25 and 26 two-day Book Sale.

## **PUBLIC COMMENTS**

Kathy Dasney spoke about the positive community support of the library in not having the library being outsourced. She asked the Library Board to continue supporting the Library and making connections with the community. Library tax. Library is an essential service to the community.

Maureen Melton spoke about the book sales and passports

## **CONSENT CALENDAR (Items 1-4)**

MOTION made by Interim Vice President Strauss, SECONDED by Trustee Garcia to ACCEPT the Consent Calendar. Motion carried 4-0-1; Absent: Paden.

## **REGULAR BUSINESS**

### **1. Election of New Officers - Library Director Judy Booth**

MOTION Made by Trustee Garcia, SECONDED by Trustee Chen to nominate Trustee Ballard to serve as President through December 2022. Motion carried 4-0-1; Absent: Paden.

MOTION made by Trustee Chen, SECONDED by Trustee Garcia to nominate Interim Vice President Irene Strauss to serve as Vice President through December 2022. Motion carried 4-0-1; Absent: Paden.

MOTION made by Vice President Strauss, SECONDED by Trustee Chen to nominate Trustee Garcia to serve as Corresponding Secretary through December 2022. Motion carried 4-0-1; Absent: Paden.

### **2. Staff Recommended Spending Plan for use of the Friends' 2022 Annual Donation**

Library Director Booth presented staff report.

MOTION made by Trustee Garcia, SECONDED by Trustee Chen to:

1. Accept the \$50,000 donation from the Friends of the Library received on March 15, 2022, for deposit into the Friends Restricted Account for future use by the Library with the approval of the Trustees.
2. Approve the staff recommended Spending Plan for the Friends 2022 Donation.

Motion carried 4-0-1; Absent: Paden.

### **3. Library Staff Attendance of the California Library Association Conference -**

Library Director Booth presented staff report.

MOTION made by Trustee Chen, SECONDED by Vice President Strauss to APPROVE the use of Friends Restricted Account funds to send a limited number of staff members to the 2022 California Library Association Conference this June and provide direction. Motion carried 4-0-1; Absent: Paden.

### **4. Library Messaging and Chat Services Funded by the Friends Restricted Account**

Technical Services Senior Librarian Bethany Weinberg explained how the Chat Services will work and that it will take a minimum of one month to implement.

President Ballard asked if this information would be included with a cover letter to the schools and places like Morningside, Oakmont and Cambridge.

MOTION made by Trustee Chen, SECONDED by Vice President Strauss to approve and authorize the Library Director to execute an agreement with a vendor for implementation and ongoing messaging and chat services and to approve funds from the Foundation Restricted Funds to cover any needed costs for the implementation and ongoing messaging and chat services and have a follow up report from the Library Director in three months. Motion carried 4-0-1; Absent: Paden.

### **5. California State Library; Building Forward Library Infrastructure Grant Program: Hunt Library Electrical and Communication (AV, not IT)**

Library Director Judy Booth presented staff report.

President Ballard said if we aren't using it for IT which is not what we needed but have the advantage get this makes a lot of sense. Is sorry that it didn't past the Foundation but they are hearing about it now.

Foundation Member Johnson said we (FPLF) fully appreciate and understand that once these funds are donated to the Library it is the Library discretion to decide how these monies are spent. The request for information allows the Foundation to inform the community how those funds are being used.

MOTION made by Trustee Garcia, SECONDED by Trustee Chen to approve the use of \$200,000 in NOT-TO-EXCEED funds from the Foundation Restricted Account Funds to provide 50% matching funds for the Library's application for the California State Library Building Forward grant estimated at a total project cost of \$389,300. Motion carried 4-0-1; Absent: Paden.

**6. Glass Box Proposal for Library IT Work at Hunt Library**

MOTION made by Trustee Garcia, SECONDED by Trustee Chen to approve the use of Foundation Restricted Account funds and pay Glass Box \$43,000 for the implementation of library information technology of E-rate/FCC (80%)/ Foundation Restricted Account 20%) at Hunt Library. Motion carried 4-0-1; Absent: Paden.

**ADJOURNMENT** – Meeting was adjourned at 7:18 p.m. The Regular Meeting of the Library Board of Trustees is scheduled for April 28, 2022 at 6:00 p.m.

Respectfully submitted,

*Ruth Leopold*

Ruth Leopold, Recording Secretary