



**CITY OF FULLERTON
FULLERTON PUBLIC LIBRARY
LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
MAY 22, 2025, 6:00 P.M.
Fullerton, California**

CALL TO ORDER

Vice President Dale called the meeting to order at 6:00 p.m.

ROLL CALL

Present: Vice President Dale, Friends Representative Steedman, and Trustee Watson and Trustee Wozab

Absent: President Chen, Foundation Representative Kim, and Corresponding Secretary Sarvas

Staff: Adult Services Librarian Baecker, Library Director Booth, Recording Secretary Leopold, Administrative Assistant Leung, Administrative Analyst MacLennan, and Technical Services Senior Librarian Weinberg

LIBRARY DIRECTOR / STAFF REPORTS

- City Council Meetings April 1 – The custodial contract was renewed. The Materials Display and Distribution in City Facilities Resolution No. 2025-023 was on the May 6 agenda to be rescinded but was not passed. April 15 – There was nothing library-related to discuss. June 3 – Is the first opportunity for the 2025-26 budget to be approved and Hunt furniture will be on the agenda.
- Main Library Update – Library programming update and mayor presented the local proclamation to the History Room.
- Hunt Library Update – Summer Carnival. Another request to fund the Hunt museum display case was given to the Foundation. This will come to the Board in June.
- Elevator Refurbishment Update – The refurbishment will start on June 2 with the new hours.
- June 2-6 Library Café Closed
- Fullerton Fun Magazine – Ad suggestions by the Trustees were passed on to the Assistant City Manager.

LIBRARY BOARD OF TRUSTEES / FOUNDATION AND FRIENDS COMMUNICATIONS AND REPORTS

Library Board of Trustees

Trustee Wozab was disappointed with the new hours because of the elevator refurbishment. It was discussed if the project could be pushed back until after the Summer Reading, since the library hours would be reduced.

Trustee Watson asked about signing up to volunteer for the Fullerton Market.

Foundation (FPLF)

There was no one from the Foundation in attendance.

Friends

Friends representative Steedman said one of the Friends set up the Friends account to sell items on e-bay. They're considering a \$1 book sale. Some Friends attended a fundraising conference. They are working on helping the Altadena and Palisades libraries. Senior Librarian Weinberg said staff is working with Overdrive vendor on a fundraising campaign for the Friends while the Library has limited hours and the Friends' Book Sale for June has been cancelled.

PUBLIC COMMENTS

Maureen Milton asked about the Hunt furniture and Cultural Arts meetings.

CONSENT CALENDAR (Items 1-4)

1. **April 24, 2025 MINUTES**
2. **LIBRARY BILL SUMMARY**
3. **EXPENDITURE SUMMARY**
4. **DONATIONS**

Public Comments – none

MOTION made by Corresponding Secretary Sarvas, **SECONDED** by Trustee Watson to **ACCEPT** the Consent Calendar. Motion carried 5-0. Absent: Chen and Sarvas

REGULAR BUSINESS

1. Board Approval of Library Programming

Trustee Watson spoke about not wanting to micromanage staff and said she was concerned about the programming concerns from the public involving the City Manager and not the Library Board. Doesn't feel it is the Trustees job to approve programming.

It was suggested that there should be a programming policy in place similar to the Materials Collection Policy that was recently approved.

Public Comments – none

MOTION made by Vice President Dale, SECONDED by Trustee Watson to add to next month's agenda a consideration of a proposal addressing concerns of library programming. Motion carried 3-0-2. Absent: Chen and Sarvas.

MOTION made by Vice President Dale, SECONDED by Trustee Watson to receive and file. Motion carried 5-0. Absent: Chen and Sarvas.

2. 2025-26 Personnel Budget Reduction

Staff report was presented.

Public Comments – None

Motion made by Vice President Dale, Seconded by Trustee Watson to Receive and File. Motion carried 3-0-2. Absent: Chen and Sarvas.

3. 2025-26 Library Fees Schedule

Motion made by Vice President Dale, seconded by Trustee Watson to take this item off the table from the April 2025 meeting. Motion carried 3-0-2. Absent: Chen and Sarvas

Staff report was presented.

Public Comments – None

Vice President Dale said as a public agency we have an obligation to fully publish our fee schedules even if we think some people may be taking advantage of it.

Trustee Watson said it makes things clearer and might create more of a struggle if we use City-affiliated organization, but it is clear and what it applies to.

Staff explained the attachments of other City fee schedules show no listing of rooms that are given for free and are not listed on the schedules.

There was discussion about how several years ago trustees had similar concerns with nonprofits and what they were being charged.

Trustee Wozab said there are so many affiliations. What is a core City Department vs City-support group? There are quite a few gray areas. What is a city entity and what is not?

Trustee Watson said most of our rentals are not generating money. How can we make it more appealing? The public deserves to know that people are getting the rooms for free, but in comparing it to Anaheim's fee schedule they don't have that information placed on there.

Vice President Dale said Group Zero is fine. We have to adopt it as an official policy for the purposes of transparency and the Brown Act but maybe not on the fee schedule and come up with another way to make it available to the public. Trustee Watson explained it does show up during booking but doesn't show up on fee schedule.

Trustee Wozab asked if on the sign-up template, can a drop-down menu be created so the public can choose their Group Zero group and click on it? The groups would already be listed.

Staff explained how in some cases this must be done manually by staff when booking multiple dates.

Vice President Dale said Option A would be appropriate to adopt, but Trustee Wozab raises issue of concern of a standpoint in protecting library staff and director for possible claims in the future of undo bias being applied to who's in Group Zero. We should come up with a policy in the near future to guide the Library Director as to who would be included in the Internal Groups. Without a written policy it may be difficult defending against any charges.

Library Director Booth suggested thinking and defining what the room is being used for. In the past, trustees discussed what services nonprofit groups were providing to the library patrons.

Trustee Dale said we have to craft a policy with criteria from a legal standpoint as to what groups are eligible under this. Suggested discussing the next steps for drafting a policy and agendaizing when all trustees are present.

Motion made by Trustee Watson, seconded by Trustee Wozab to select proposed Option A Fees Schedule for 2025-26. Motion carried 3-0-2. Absent: Chen and Sarvas

4. Fullerton Library Board of Trustees Policy Allowing Display/Distribution of Materials in a Free Speech Zone Within the City Library

Staff report was presented.

Public Comments: None

There was discussion about the change of the Copy Center sign and changing the name to Community News. Trustee Wozab suggested having a feather banner with generic information that can be used at various events and making the area very visible and clear especially for someone with ADA issues. She suggested adding directional signs when you enter.

Suggestions made to make the area more visible included to change font to black and there are 1 or 2 panels where additional cork board can be added to the wall if needed, to expand that area.

There was discussion about renaming the Copy Center area to Community News - Print Zone.

MOTION made by Trustee Wozab, SECONDED by Trustee Watson to the utilization of display area which will be housed currently in the Copy Center area with increased visibility and signage for all library goers seeking this specific area. Font size and color was suggested to increase visibility for this area.

MOTION made by Vice President Dale, SECONDED by Trustee Watson to adopt the Fullerton Library Board of Trustees Policy allowing Display/Distribution of Materials in a Free Speech Zone within the City Library. Motion carried 3-0-2. Absent: Chen and Sarvas.

ADJOURNMENT – Meeting was adjourned at 7:28 p.m. A Regular Meeting of the Library Board of Trustees is scheduled for June 26, 2025, at 6:00 p.m.

Respectfully submitted,

Ruth Leopold

Ruth Leopold, Recording Secretary