



**NOTICE AND CALL OF SPECIAL MEETING OF THE  
LIBRARY BOARD OF TRUSTEES TO THE MEMBERS OF  
THE LIBRARY BOARD AND TO THE RECORDING  
SECRETARY**

NOTICE IS HEREBY GIVEN that a special meeting of the Fullerton Public Library Board of Trustees is hereby called to be held on **Thursday, December 21, 2023**, commencing at **6:00 p.m.** at the Council Chambers, City Hall 303 W. Commonwealth Avenue. The public and Library Trustees may participate remotely.

12/12/2023  
Date

*Heidi Strauss*  
Library Board of Trustees President



## CITY OF FULLERTON

### LEGISLATIVE BODY MEETING PARTICIPATION

Zoom Meeting Details: [www.zoom.us/join](https://www.zoom.us/join)

Meeting ID: 826 4716 8364 Telephone Option: 1-253-215-8782

**PUBLIC PARTICIPATION:** Members of the public can attend meetings in person or access meetings streamed live online at <https://fullerton.legistar.com>, on Spectrum Cable Channel 3 and AT&T U-Verse Channel 99.

The Council Chamber will have seating available on a first-come, first-served basis for members of the public to attend the meeting in person. All persons visiting City facilities shall observe decorum and health and safety protocols.

**PUBLIC COMMENTS:** The public may address the legislative body in person or provide public comments remotely by following the *Instructions for Public Comment Using Zoom*.

**CORRESPONDENCE:** The public can send correspondence to the legislative body regarding items on the agenda by emailing [libraryboardsecretary@cityoffullerton.com](mailto:libraryboardsecretary@cityoffullerton.com) with the subject line "LIBRARY BOARD OF TRUSTEES MEETING CORRESPONDENCE - ITEM #" (insert the item number relevant to your comment), "LIBRARY BOARD OF TRUSTEES MEETING CORRESPONDENCE NON-AGENDA ITEM". Staff will forward correspondence received to the legislative body. Correspondence is not read at the meeting, however, all correspondence becomes part of the official record of the meeting. Staff posts correspondence online with the meeting's supplemental materials. Contact [libraryboardsecretary@cityoffullerton.com](mailto:libraryboardsecretary@cityoffullerton.com) or call (714)-738-6388 with any questions.

**ACCESSIBILITY:** If requested, staff will make the agenda and backup materials available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132) and the federal rules and regulations adopted in implementation thereof. Any person who requires a disability-related modification or accommodation in order to observe and/or offer public comment may request such reasonable modification, accommodation, aid or service by contacting [libraryboardsecretary@cityoffullerton.com](mailto:libraryboardsecretary@cityoffullerton.com) or call (714)-738-6388 no later than 48 hours before the meeting.



# **INSTRUCTIONS FOR PUBLIC COMMENTS USING ZOOM**

The public may remotely participate in the meeting to make oral public comment via computer, smart device or telephone.

Please log on or call in as early as possible to address any technical issues that may occur and ensure you do not miss the time to speak on the desired item.

**To log into Zoom from your computer or smart device, follow these steps** (Your device must have audio capability to participate.):

**Go To:** [www.zoom.us/join](https://www.zoom.us/join)

**Enter Meeting ID:** 826 4716 8364

**To call into Zoom from your telephone, follow these steps:**

**Dial** 1-253-215-8782 and press pound (#)

**Enter Meeting ID:** 826 4716 8364 (and press pound (#))

Optional: You may enter your name when prompted, but this is not required to participate. Staff will remove anyone entering names that violate community standards.

- 1. Use the “raise hand” function to join the queue to speak on the current agenda item** when the Chair calls the item for discussion.

Computer / Smart Device Users: You can find the raise hand option under your participant name.

Telephone Users: Press star-nine (\*9) on your phone to raise your hand. Press star-six (\*6) to unmute when it is your turn to address City Council.

Lower your hand if you chose not to speak or after you have made your comments by unchecking the raise hand option online.

- 2.** Staff will call your name or the last four digits of your phone number when it is your time to speak.
- 3.** Please state your name and city of residence at the beginning of your remarks for the minutes.
- 4.** Speakers will have up to three minutes to make their remarks.
- 5.** You may log off or hang up after making your comments.

**DISCLAIMER:** Participant names and/or phone numbers will be visible to all participants. The City records all public meetings.



# **CITY OF FULLERTON LIBRARY BOARD OF TRUSTEES SPECIAL MEETING AGENDA**

**December 21, 2023 – 6:00 p.m.**

**Council Chamber - 303 West Commonwealth Avenue, Fullerton, CA**

Any materials regarding items on the agenda provided to a majority of the Legislative Body after posting of the agenda through the end of the meeting become part of the public record and available for public inspection online at <https://docs.cityoffullerton.com/WebLink/1/fol/560041/Row1.aspx>

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## **CALL TO ORDER**

## **FLAG SALUTE**

## **ROLL CALL**

## **LIBRARY DIRECTOR / STAFF REPORTS**

*The Library Director will give a brief update on the items listed below. No action is needed. No discussion may occur on any communications or reports.*

- December 5 and 19 City Council Meetings
- Main Library Including Security Update
- Hunt Library Including Security Update
- Budget Update

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

*The Library Board Trustees may ask a question for clarification, make a brief announcement, make a brief report on activities, request a report from staff at a subsequent meeting or take action to direct staff to place a business item on a future agenda. No discussion may occur on any communications or reports.*

## **PUBLIC COMMENTS**

*The Library Board of Trustees will hear comments on matters not appearing on the agenda but within Library Board of Trustees' jurisdiction and Consent Calendar items. Speakers will have three minutes to make their remarks. Those wishing to speak on a regular business or public hearing item on this agenda may do so when the President calls that specific item for discussion. State regulations prohibit the legislative body from acting on non-agenda items.*

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

- 1. November 16, 2023 MINUTES**  
**Recommendation:** Approve the Special Meeting Library Board of Trustees Minutes.
- 2. LIBRARY BILL SUMMARY**  
**Recommendation:** Receive and File
- 3. EXPENDITURE SUMMARY**  
**Recommendation:** Receive and File
- 4. DONATIONS**  
**Recommendation:** Accept November Donations

## **REGULAR BUSINESS**

- 1. Friends' Annual Donation and Staff Recommended Spending Plan for use of the Friends' 2024 Annual Donation**

### **Recommendation:**

1) Accept annual \$60,500 donation from the Friends of the Fullerton Public Library to be deposited in the Friends Restricted Account.

2) Approve spending from Friends Restricted Account funds for 2024.

- 2. Recommended Use of Bequests within the Foundation Restricted Account**

### **Recommendation:**

1) Approve the use of \$50,000 from the Foundation Restricted Account to supplement the CIP funding provided by the City in the amount of \$240,000 to purchase a replacement Library Materials Sorter. Any amount not used for the purchase of the sorter shall remain in the Foundation Restricted Account when the purchase is complete.

2) Approve the use of \$20,000 from the Foundation Restricted Account to supplement the CIP funding provided by the City in the amount of \$5,000 to repair or replace components of the Paging (Public Address) System. Any amount not used for this purpose shall remain in the Foundation Restricted Account when the purchase complete.

**ADJOURNMENT** - The Library Board of Trustees will adjourn to the next Regular Meeting held on January 25, 2024.