



**CITY OF FULLERTON
LIBRARY BOARD OF TRUSTEES
REVISED REGULAR MEETING AGENDA
February 28, 2019, 5:00 P.M.
Fullerton Public Library
Conference Center
353 West Commonwealth Avenue
Fullerton, California**

Call to Order

Roll Call

Public Comments – The Library Board of Trustees will hear public comments on matters not appearing on the agenda but within Library Board of Trustees' jurisdiction at this time. Those wishing to speak on a regular business or a public hearing item on this agenda may do so when the President calls that specific item for discussion. State regulations prohibit the Library Board of Trustees from acting on non-agenda items.

Consent Calendar – (Items 1 through 4) All matters listed under Consent Calendar are considered routine and will be enacted by one motion. There will be no separate discussion of these items prior to the time of voting on the motion unless members of the Trustees, staff, or public request specific items to be discussed and/or removed from the Consent Calendar for separate action.

1. Approval of Minutes

Recommendation: Approve January 24, 2019 Library Board of Trustees Regular Meeting

2. Warrant Register

Recommendation: Approve February 2019 Warrant Register.

3. Expenditure Summaries

Recommendation: Approve January 2019 Expenditure Summaries.

4. Donations

Recommendation: Approve January 2019 Donations

Reports

- 1. Director's Report and January Monthly Activity Report** – Library Director Judy Booth
 - a. February 2019 City Council Meetings**
 - b. Library Security Update – Security Guard/Incidents Report**
 - c. Library Ad Hoc Committee Report to City Council**
- 2. Friends of the Library** – Friends Representative
- 3. Library Foundation** – Foundation Representative

Regular Business

- 1. Clarification of the Roles of the City and the Library Board of Trustees as it Relates to the Selection and Terms of Employment of the Library Director and Other Key Positions in the Library** – *City Manager Ken Domer*

Recommendation: Clarify the roles of the City and the Library Board of Trustees as it

relates to the selection and terms of employment of the Library Director and other key positions in the Library.

2. *Trustee Tool Kit for Library Leadership Booklet for Use by Library Trustees – Library Director Judy Booth*

Recommendation: Clarify whether the *Trustee Tool Kit for Library Leadership* booklet should remain as an orientation guide for the trustees.

3. *Joint Meeting Agenda Items - Library Director Judy Booth*

Recommendation: Clarify the expectations the trustees have regarding their role as they represent the Fullerton community in ensuring quality and community-relevant library service.

4. *Santiago Library System Grant from the California Library Services Account – Library Director Judy Booth*

Recommendation: Approve grant funding of the purchase of e-resources funded by the California Library Services Act through the Santiago Library System.

5. *Project Nominations for Consideration of 2019-20 of CIP Update – Library Director Judy Booth*

Recommendation: Receive and File

6. *Code of Conduct – Library Director Judy Booth*

Recommendation: Approve the current Code of Conduct

7. *Mission and Vision Statements – Library Director Judy Booth*

Recommendation: Approve the current Mission and Vision Statements

8. *Fullerton Market Participation – Library Director Judy Booth*

Recommendation: Approve one or two dates for the Trustees to meet the public and promote the library at the Fullerton Public Library booth during the upcoming 2019 Fullerton Market season.

Board Member Comments

Adjournment – The next Regular Meeting of the Library Board of Trustees is scheduled for March 28, 2019, at 5:00 p.m. at the Fullerton Public Library, 353 W. Commonwealth Ave., Fullerton, CA 92832.

The mission of the Fullerton Public Library is to serve the diverse needs of our patrons, foster learning, provide resources, inspire creative thinking and bring the Fullerton community together. It is a place where information and items of recreational, educational and leisurely interest are collected, preserved and made available in print and electronic formats. Whatever connects the people to ideas and concepts, it's here at the Fullerton Public Library. In its selection of books and other materials, the Fullerton Public Library upholds the doctrines of "Freedom of Speech" and "Freedom of the Press" as guaranteed by the Constitution of the United States. The Library also subscribes to the principles adopted by the American Library Association in its Library Bill of Rights, the Freedom to Read statement, and the Freedom to View statement.

Any writings or documents provided to a majority of the Library Board of Trustees regarding any item on this agenda will be made available for public inspection at the Fullerton Public Library located at 353 W. Commonwealth Avenue during normal business hours. Persons addressing the Board shall be limited to 5 minutes. Additional time may be granted by the President subject to Board approval. It shall be proper for the President to request a spokesperson for any group of persons be chosen to address the Board. Public comments shall be allowed on items on this agenda at the time each item is considered. No action may be taken on off-agenda items except as provided by law.

ADA Requirements: The City has equipment and services available to assist disabled persons with communications at the public meeting in compliance with the requirements of Title II of the Americans with Disabilities Act (ADA). Should you require special accommodations to participate in a meeting, please contact the Fullerton Public Library at (714) 738-6380 at least 48 hours prior to the meeting to make arrangements.



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Regular Business

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Recommendation: Clarify the roles of the City and the Library Board of Trustees as it

relates to the selection and terms of employment of the Library Director and other key positions in the Library.

2. *Trustee Tool Kit for Library Leadership Booklet for Use by Library Trustees – City Manager Ken Domer*

Recommendation: Discontinue use of the *Trustee Tool Kit for Library Leadership* as an orientation guide for the trustees.

3. *Joint Meeting Agenda Items - Library Director Judy Booth*

Recommendation: Clarify the expectations the trustees have regarding their role as they represent the Fullerton community in ensuring quality and community-relevant library service.

4. *Santiago Library System Grant from the California Library Services Account – Library Director Judy Booth*

Recommendation: Approve grant funding of the purchase of e-resources funded by the California Library Services Act through the Santiago Library System.

5. *Project Nominations for Consideration of 2019-20 of CIP Update – Library Director Judy Booth*

Recommendation: Receive and File

6. *Code of Conduct – Library Director Judy Booth*

Recommendation: Approve the current Code of Conduct

7. *Mission and Vision Statements – Library Director Judy Booth*

Recommendation: Approve the current Mission and Vision Statements

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