



**CITY OF FULLERTON
LIBRARY BOARD OF TRUSTEES
REGULAR MEETING AND
TOUR OF LIBRARY FACILITIES
AGENDA**

**September 26, 2019, 6:00 P.M.
Fullerton Public Library
Conference Center Room at Main Library
353 West Commonwealth Avenue
Fullerton, California**

CALL TO ORDER

ROLL CALL

PRESENTATIONS – Introduction of New Library Employee Jaime Cortes – *Library Director Judy Booth*

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 August 29, 2019 Library Board of Trustees Regular Meeting

2. Warrant Register

Recommendation: Approve September 2019 Warrant Register.

3. Expenditure Summaries

Recommendation: Approve August 2019 Expenditure Summaries.

4. Donations

Recommendation: Approve August 2019 Donations

REPORTS

1. Director's Report and August Monthly Activity Report – *Library Director Judy Booth*

- a. September 2019 City Council Meeting**
- b. Library Security Update – Security Guard/Incidents Report**
- c. Outreach Dates**
- d. Fire Suburban Update**
- e. Hunt Library Update**
- f. Open+ Pricing**

2. **Friends of the Library** – Friends Representative
3. **Library Foundation** – Foundation Representative

REGULAR BUSINESS

1. **Osborne Auditorium and Conference Center Room Capital Improvement Project (CIP) Update** – *Library Director Judy Booth* **When this Business Item has concluded, we will tour the Osborne Auditorium and return to the Library Board meeting shortly thereafter. Tour begins in Conference Center Room.**
Recommendation: Receive and File
2. **Library Partnership with National Charity League Fullerton Chapter** - *Library Director Judy Booth*
Recommendation: Approve the Attached Draft Which is Pending Approval of the City's Risk Management Division and the City Attorney.
3. **Rescheduling of November and December 2019 meetings to Nov. 21 and Dec. 19** – *Library Director Judy Booth*
Recommendation: Accept the Change of the Meetings to November 21 and December 19.
4. **Staff Development Day in February 2020 From 9 a.m. to 2 p.m.** – *Library Director Judy Booth*
Recommendation: Approve a Staff Development Day in February 2020 from 9 a.m. to 2 p.m. with the Library Opening at 2 p.m. and Close as Usual at 9 p.m. The Passport Office would be closed that day.
5. **2020 Library Holiday Closures** – *Library Director Judy Booth*
Recommendation: Approve the Proposed 2020 Library Holiday Closures
6. **Library Projects for 2020-21 Capital Improvement Projects (CIP) Preparation** – *Library Director Judy Booth*
Recommendation: Receive and File
7. **2019-20 Foundation Pledge to the Library** – *Library Director Judy Booth*
Recommendation: Request the Foundation to fulfill their pledge and donate \$38,484 to the Library in the current calendar year.
8. **Code of Conduct and One-page Revocation Form** – *Library Director Judy Booth*
Recommendation: Approve recommended changes to the Code of Conduct, as well as the addition of a One-page Revocation Form.

BOARD MEMBER COMMENTS

ADJOURNMENT – The next Regular Meeting of the Library Board of Trustees is scheduled for October 24, 2019, at 6:00 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.