



**CITY OF FULLERTON  
LIBRARY BOARD OF TRUSTEES  
REGULAR MEETING AGENDA  
February 27, 2020, 6:00 P.M.  
Fullerton Public Library  
Library Board Room in Administrative Office  
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 5) 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 23, 2020 Library Board of Trustees Regular Meeting Minutes

**2. Warrant Register**

**Recommendation:** Approve February 2020 Warrant Register.

**3. Expenditure Summaries**

**Recommendation:** Approve January 2020 Expenditure Summaries.

**4. Meeting Room Refund for Patron Marlene Chaw for \$270.**

**Reason:** Parents did not want to have their kids exposed to the public due to Coronavirus concerns.

**5. Donations**

**Recommendation:** Approve January 2020 Donations

**REPORTS**

**1. Director’s Report and January and February Monthly Activity Report – *Library Director Judy Booth***

- a. February 2020 City Council Meetings
- b. Library Security Update – Security Guard/Incidents Report
- c. Library/City Check Signers
- d. Honor Wall Celebration
- e. Mystery Date with a Book
- f. Replacement of Staff Chairs in Children’s Services

- g. “California Student Success Act” AKA “Free Library Card for All” Initiative.
- h. Citizens’ Academy

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

**REGULAR BUSINESS**

- 1. **Hunt Branch Library Update and Trustees’ Request to have a Trustee on the Initial Request for Proposals (RFP) Evaluation Panel** - *Library Director Judy Booth*

**Recommendation:** Receive and file.

- 2. **Library 2020-21 Fee Schedule Review** – *Adult Services Division Manager Ken Homsley*

**Recommendation:** Receive and file.

- 3. **E-rate Funding of Technology Needs** - *Adult Services Division Manager Ken Homsley*

**Recommendation:** Approve not-to-exceed \$200,000 as matching funds for the Library’s E-rate program.

- 4. **Request Foundation to Transfer \$75,000 from the Sale of the Bastanchury Property to the Library’s Information Technology (IT) Fund** – *Library Director Judy Booth*

**Recommendation:** Approve the Letter of Request from the Board President to the Foundation.

- 5. **Shared Vision/Bringing the Library to You Grants** – *Adult Services Division Manager Ken Homsley*

**Recommendation:** 1. Direct staff to create a written and signed Memorandum of Understanding with both the Friends of the Library and the Fullerton Public Library Foundation. 2. If awarded the grant, direct staff to provide a written request to Library support organizations for matching funds not to exceed \$20,000.

**BOARD MEMBER COMMENTS**

**ADJOURNMENT** – The next Regular Meeting of the Library Board of Trustees is scheduled for March 26, 2020, 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. AGENDA ITEMS: This agenda contains a brief summary of each item the Library Board of Trustees will consider. The Library posts the agenda online no later than 72 hours prior to the meeting at [www.cityoffullerton.com](http://www.cityoffullerton.com). The Library has a copy of the agenda packet available for public review. 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.