CITY OF FULLERTON
Fullerton Public Library
LIBRARY BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
November 18, 2021, 6:00 P.M.
Fullerton, California

The Library Board of Trustees conducted this meeting in accordance with California Governor Newsom's Executive Orders N-20-20 and N-35-20 and COVID-19 pandemic protocols.

CALL TO ORDER

President Ballard called the meeting to order at 6:01 p.m.

ROLL CALL

Present: President Ballard, Trustee Chen, Vice President Mansuri, Foundation Representative Oates, Corresponding Secretary Paden, Friends Representative Tom Hall and Trustee Strauss

Absent:

Staff: Judy Booth, Library Director, Janine Jacobs, Children's Services Manager, Ruth Leopold, Recording Secretary, and Bethany Weinberg, Senior Librarian Technical Services

LIBRARY DIRECTOR / STAFF REPORTS

- November City Council Meetings – Nothing library-related to report.
- Main Library Including Security Update – Nothing library-related to report.
- Hunt Library Including Security Update – This will be discussed under Item No. 1.
- 2021-22 Library Budget Update – There was no update. The next City Council Meeting is on Tuesday, Dec. 7.
- Introduction of New Friends of the Fullerton Public Library President and Members

LIBRARY BOARD OF TRUSTEES / FOUNDATION AND FRIENDS COMMUNICATIONS AND REPORTS

LIBRARY BOARD OF TRUSTEES

The Trustees thanked retiring Children's Services Manager Jacobs for her many years of service at the Library.

FOUNDATION (FPLF)

Representative Oates thanked Children's Services Manager Jacobs for her library service. The Foundation has not met since October. Their next meeting is on December 7. They received a community pass through donation of $1,000 to the Library. The 2020 pledge of $42,892 made in early of this year will soon be given to the Library.

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FRIENDS
New President elect Tom Hall announced that the Friends have elected three new members. The whole slate of officers will serve again next year. We will miss Janet Roth as President. The two-day Book Sale is on Friday, Dec. 3 and Saturday, Dec. 4.

CONSENT CALENDAR (Items 1-4)

1. **OCTOBER 28, 2021 MINUTES**
   Recommendation: Approve the Regular Meeting October 28, 2021 Library Board of Trustees Minutes.
2. **LIBRARY BILL SUMMARY**
   Recommendation: Receive and File
3. **EXPENDITURE SUMMARY**
   Recommendation: Approve October 2021 Expenditure Summary
4. **DONATIONS**
   Recommendation: Accept October Donations

PUBLIC COMMENT – None

Library Director Booth explained that the Staples expenditure of $26,757.35 was for the purchase of 39 nesting tables. The additional amount of $3,154.88 was not posted but will show up in next month's summary.

MOTION made by Trustee Strauss, SECONDED by Corresponding Secretary Paden to ACCEPT the Consent Calendar. Motion carried 5-0.

REGULAR BUSINESS

1. **Presentation on Hunt Library Security** – *Library Director Judy Booth*

Library Director reported that the City has provided additional security measures.

There was discussion about holding a Closed Session meeting prior to the next December Library Board meeting to discuss Hunt security measures.

MOTION made by Corresponding Secretary Paden, SECONDED by Trustee Chen to continue item to Closed Session at 5:40 pm on Thursday, December 9. Motion carried 5-0.

PUBLIC COMMENT – Maureen Melton asked for clarification regarding meeting dates.

2. **Request for Foundation (FPLF) to Consider Agendizing its Financial Support of Hunt Library's Interior Library Space** – *Library Director Judy Booth*

Library Director Booth presented staff report.

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Foundation Member Oates said this item will be on the Dec. 7 FPLF Meeting agenda.

PUBLIC COMMENT – None

Library Director Booth explained how the Hunt project is going.

MOTION made by Trustee Chen, SECONDED by Corresponding Secretary Paden to request that the FPLF consider and agendize financial support of the Hunt's interior library space. Motion carried 5-0.

3. **New Proposed Library Hours for Friday and Saturday** – *Library Director Judy Booth*

Library Director Booth presented staff report.

PUBLIC COMMENT – NONE

There was discussion about staff shortages impacting extended hours and having the library open to serve the greater community.

MOTION made by President Ballard, SECONDED by Vice President Mansuri to APPROVE new library hours beginning January 7, 2022 from 11 am – 5 pm on Fridays and Saturdays and re-visit the motion at the February Library Board meeting in February. Motion carried 5-0.

4. **Library 2021-22 Fees Schedule** - *Library Director Judy Booth*

Library Director Booth presented staff report and explained Orange County Public Library has eliminated all fines and fees and the list of Orange and Los Angeles County libraries is growing. She read a statement from Library Technical Asst. II Long about how the removal of fines has led to a positive interaction with staff and the community.

There was discussion about not having books available for patrons because of the late returns, eliminating fees, circulation statistics, reading habits changing during the pandemic, and book check-out limits,

Library Director Booth expressed that she would like the fees approved once a year along with the City Council's approval of the budget in May. She would like to make it permanent until approved in May again.

MOTION made by President Ballard, SECONDED by Vice President Mansuri to permanently eliminate the fee change. Motion carried 4-1. (No: Paden)

5. **Approval for Purchase of Camera for the Library Conference Room** – *Library Director Judy Booth*

Library Director Booth presented staff report and explained that IT will be involved in this project.

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MOTION made by President Ballard, SECONDED by Vice President to direct staff to do research on the idea of the cost and if it's something that would help the Community Room. Motion carried 5-0.

ADJOURNMENT – Meeting was adjourned at 7:20 p.m. The Special Meeting of the Library Board of Trustees is scheduled for December 9, 2021 at 6:00 p.m.

Respectfully submitted,

Ruth Leopold
Ruth Leopold
Recording Secretary

DRAFT