



**CITY OF FULLERTON
FULLERTON PUBLIC LIBRARY
LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
APRIL 24, 2025, 6:00 P.M.
Fullerton, California**

CALL TO ORDER

President Chen called the meeting to order at 6:00 p.m.

ROLL CALL

Present: President Chen, Vice President Dale, Foundation Representative Dennehy (via Zoom), Corresponding Secretary Sarvas, Friends Representative Steedman, and Trustee Watson and Trustee Wozab

Absent:

Staff: Library Director Booth, Senior Librarian Cortes, Recording Secretary Leopold, Administrative Assistant Leung, Library Services Supervisor Long and Technical Services Senior Librarian Weinberg

LIBRARY DIRECTOR / STAFF REPORTS

- Update on City Council Meetings April 1 and April 15
- Main Library Update
- Hunt Library Update
- Elevator Refurbishment Update - Public elevator is complete and waiting for inspection and staff elevator will be next.

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

Library Board of Trustees

Trustee Watson expressed concern from a citizen who commented about a change made to a political program at the library and the process for the change.

MOTION made by Trustee Watson, SECONDED by Vice President Dale to add to a future agenda, clarification of the Library Board's role with public's concerns in library business. Motion carried 5-0.

Foundation (FPLF)

Foundation member Dennehy said the FPLF approved \$2,500 for the Florence exhibit. Announced an upcoming program Jazz in July with the Ron Kobayashi trio. A calligraphy exhibit on display at the main library through May 30 from a former FPLF member.

Friends

Friends representative Steedman said the Friends are working on by-laws. The next book sale will be in September.

PUBLIC COMMENTS

Maureen Milton spoke about adding library information to the information media including channel 3 and 99 and had questions about A Night in Fullerton.

CONSENT CALENDAR (Items 1-4)

1. **March 27, 2025 MINUTES**
2. **LIBRARY BILL SUMMARY**
3. **EXPENDITURE SUMMARY**
4. **DONATIONS**

Public Comments – none

MOTION made by Corresponding Secretary Sarvas, **SECONDED** by Trustee Watson to **ACCEPT** the Consent Calendar. Motion carried 5-0.

REGULAR BUSINESS

1. Fine-Free Update

Recommendation: Receive and File.

Staff report was presented.

Public Comments

Maureen Milton – Great presentation!

Trustee Watson was blown away by the statistics

MOTION made by Vice President Dale, **SECONDED** by Trustee Watson to receive and file. Motion carried 5-0.

2. 2025-26 Library Fees Schedule

Staff report was presented.

A booking window increase of 180 days was discussed (since Trustees are considering it).

There was discussion about City Departments renting the Library rooms at no charge and it was suggested that staff check if other locations are charging or not charging City departments for room rentals. Trustee Sarvas suggested having a Group Zero added to the fee schedule to include City departments because it is misleading, especially with the words “government agencies”. She thought it included Fullerton government agencies, as well. President Chen said if there are other groups not just government agencies that fall under Group Zero, it should be included as well.

MOTION made by Corresponding Secretary Sarvas, SECONDED by Trustee Watson to table to the next meeting with additional information provided.

Trustee Wozab said the entrance to the Osborne Auditorium has no signage. Rendering should be displayed with a timeline or “Coming By ___”. So people can look at that and plan a save the date for next year’s recitals. It’s a great way to market the rooms and realizes that it is an ongoing challenge with lack of directional signage or signage to Osborne.

There was discussion about increasing paid rentals. Trustee Watson asked why people are not renting? If the fees are changed will it affect rentals, increasing or decreasing the 6% of paid rentals shown on the Booking Statistics? Receiving more clarity would be helpful. Is changing fees what should be done or should they be lowered? Trustee Wozab asked about comparisons with surrounding cities and what they are charging. A request was made to present rental room comparisons of other cities. She also asked if we could have a sliding scale for Osborne with a larger booking window of 180 days for piano recitals. Customizing a booking window, setup and take down for rentals were explained.

Public comments:

Maureen Milton said the booking schedule is confusing.

3. 2025-26 Library Budget

Recommendation: Approve the proposed 2025-26 Library Budget.

Staff report.

Public Comments – None

There was discussion about the Board’s duty to approve the budget although the budget report was not presented, but expenditure summary was included. In the future they requested the budget report to be included.

Corresponding Secretary Sarvas expressed disappointment that the library is not opened on Sundays and misses the early hours for story time.

There was discussion about the \$37,500 being returned to the general fund regarding the budgeted amount for Circulation Staff and the additional funds for staff required to open the library on Sundays. Trustee Watson asked what amount is needed to meet the threshold to have additional staff and be able to open on Sundays?

Trustee Watson asked if staff could come up with numbers to increase revenue on Sundays from income generating departments, such as passports, would that help? She requested that the Admin Analyst look into how our income generating departments bring in money on a Saturday and see if that that would help in a four-hour window on Sunday.

President Chen asked about the process to request additional funds through the budget cycle. The City Council Budget Study Session is scheduled on May 13. Staff discussed that the budget process begins in December and the budget process can be brought to the Trustees sooner.

Vice President Dale suggested agendizing this for an upcoming meeting and start on budget for next year now.

MOTION made by Trustee Wozab, SECONDED by Vice President Dale to put on upcoming agenda to start planning for next year's budget. Motion carried 5-0.

MOTION made by Corresponding Secretary Sarvas, SECONDED by Trustee Watson to approve the proposed 2025-26 Library Budget. Motion carried 5-0.

4. Funding Library Submission to "Fullerton Fun" Magazine

Staff report was presented.

Public Comments:

Maureen Milton gave input on magazine.

Trustees suggested to cut costs include coupons or advertising on the back of the magazine.

MOTION made by Trustee Watson, SECONDED by Trustee Wozab to approve the payment of \$1,000.00 from the Friends of the Library 2025 Donation in the Administration Division's Budget category. Motion carried 5-0.

5. Proposed Library Foundation Funding of \$2,500 to produce the Hunt Library Museum Space Exhibit: *Florence Arnold and Fullerton: A Love Story*

Staff reported was presented.

Public Comments:

Maureen Milton had a question about display case and suggested including a permanent exhibit of Norton Simon.

Funds will be used for display case, publicity, videos, and for physical part of the exhibit. Lighting was discussed.

MOTION made by Vice President Dale, SECONDED by Trustee Watson to approve the request to the Fullerton Public Library Foundation to fund the Hunt Library Museum Space Exhibit: *Florence Arnold and Fullerton: A Love Story* for \$2,500.00. Motion carried 5-0.

6. Cultural Arts in Fullerton – City-wide Arts Calendar

Staff report was presented.

There was discussion about the city-wide arts calendar.

Public Comments:

Maureen Milton suggested that every cultural arts event should be included in the calendar. Asked if public art was a part of the Cultural Arts. The city needs to get ready to the influx of visitors with the Olympics and the World Cup.

Staff reported that Parks and Rec has a calendar where they list their local partners events.

There was discussion about the Trustee's goal to get information out to the community regarding current events or to create new ones. How will this benefit residents and affect traffic? Also, what is the pressing need in the community?

Vice President Dale suggested bringing to the next meeting and agendaizing a discussion where folks bring proposals here of who will be included in the calendar and we have to be careful of soliciting submissions. We might consider adopting a policy and have multiple tracked calendars. Creating a calendar criteria and how it will be publicized was discussed. Who will host? Will we ask the City Council and Parks and Recreation for funds? President Chen said a calendar is not a part of the Cultural Arts criteria and expressed that it might be time consuming for someone to put it together, that the trustees can focus on goals of what the Trustees want to accomplish. Trustee Watson suggested allowing community groups to highlight one event a month instead of listing all events.

Corresponding Secretary Sarvas said there are a lot of events for kids, and it will take a lot of work to include all events on a calendar. She suggested having an update space at each meeting and talk about what organizations each Trustee met with each month as opposed to creating something from nothing. We can use the trustees' connections to connect with community and invite groups to attend Library Board meetings.

Trustee Watson likes the idea of using this as a forum to promote the arts and going forward we can include a report on Cultural Arts in the community on the agenda.

Trustee Wozab said we have established partnerships that we can ask for more ideas from and see what we are lacking in Fullerton within the arts. It's a forum for us to dream and think. We don't have a budget.

MOTION made by Vice President Dale, SECONDED by Corresponding Secretary Sarvas to discuss with the Trustees at the next meeting about what our role is and what sort of cultural events or partners we believe should be included in our role in promoting the arts culture in the City of Fullerton and define our vision. Motion carried 5-0.

MOTION made by Vice President Dale, SECONDED by Corresponding Secretary Sarvas to agendaize an item for the next meeting that would have the Trustees determine whether they should develop a policy and process for identifying or receiving information about locations within the City where artistic works could be displayed, whether policies should be adopted regarding soliciting submission of artistic works for display, whether policies regarding liability and other considerations for public display

should be adopted, and whether to request resources from the City Council for that.
Motion carried 5-0.

ADJOURNMENT – Meeting was adjourned at 9:14 p.m. A Regular Meeting of the Library Board of Trustees is scheduled for May 22, 2025, at 6:00 p.m.

Respectfully submitted,

Ruth Leopold

Ruth Leopold, Recording Secretary

DRAFT