



**CITY OF FULLERTON
LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
August 27 2020, 6:00 P.M.
Fullerton Public Library
Fullerton, California**

VIA TELECONFERENCE

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 Dale called the meeting to order at 6:04 p.m.

ROLL CALL

Present: Trustee Ballard (via teleconference), Vice President Byers (via teleconference), Foundation Director Carrillo (via teleconference), President Dale (via teleconference), Corresponding Secretary Mansuri (via teleconference), Trustee Paden (via teleconference) and Friends Representative Steedman (via teleconference)

Absent: None

Staff: Judy Booth, Library Director (via teleconference), Ken Homsley, Adult Services Division Manager (via teleconference), Janine Jacobs, Children's Services Manager (via teleconference), and Ruth Leopold, Recording Secretary (via teleconference)

PUBLIC COMMENTS

- eComment from Jane Reifer - President Dale and Trustees, We are living in very stressful times. My heart goes out to all City Staff who've been doing yeoman's work to keep to continue City operations through Covid. I know that there have been many extra demands made on the Library Staff, and to make things worse, things were especially difficult at the Library's last Board of Trustees meeting because of the Special Meeting and the "competing" Citizens Academy. Over the past few virtual meetings, I've offered my assistance and given real-time feedback about the ability of the public to learn about what's on the Library Board agendas and give their input. I hope you'll agree with me that even though there are so many things to try to handle these days, the public's ability to connect with city boards and commissions is high on the list of priorities. I'm looking forward to seeing today's new approach and seeing whether the glitches are fixed. If not, I hope that the Library Board and Staff will be interested in resolving anything that makes it difficult for the public to participate.

e-comment was read but will be answered under item no. 2.

CONSENT CALENDAR – (Items 1-4)

1. Approval of Minutes

Recommendation: Approve July 23, 2020 Library Board of Trustees Regular Meeting Minutes

2. Warrant Register

Recommendation: Approve August 2020 Warrant Register.

3. Expenditure Summaries

Recommendation: Approve July 2020 Expenditure Summaries

4. Donations

Recommendation: Approve July 2020 Donations

PUBLIC COMMENTS – none

Trustee Ballard pulled Item 4 Donations.

MOTION made by Trustee Ballard, SECONDED by Trustee Paden to APPROVE Items no.1, 2 and 3. Motion carried 5-0.

Trustee Ballard acknowledged the Sunrise Rotary donation and said it was much appreciated.

MOTION made by Trustee Paden, SECONDED by Trustee Ballard to APPROVE Item no. 4. Motion carried 5-0.

REPORTS

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

a. August City Council Meetings – The thank you letter from the Library Foundation to the City Manager was read.

b. Library Security Update – Security Guard/Incidents Report -

c. Update on Restricted Accounts – Friends - \$295,397.77 and Foundation - \$403,726.48 throughout the year. Total in Restricted Accounts \$699,124.25

d. E-Rate Grant Award – Library was awarded a \$167,121.88 grant for schools and libraries from funding thru FCC. It is an 80/20 grant with the Library's share of \$41,780.47.

e. Fullerton Public Library Foundation Letter to City Manager

f. Summer Reading Stats – Children's Manager Janine Jacobs provided the statistics.

2. Friends of the Library – Dee Steedman

The Executive Board Committee voted by e-mail today and what was discussed will be brought back to the board at the next meeting.

What plans does the library have for the almost \$700,000? Library Director said it will be covered in Item no. 4. There was discussion about what the Friends would like to see the money spent on and what the Library needs. Trustee Paden asked if

the Friends would like to place this as an item on a future agenda. Steedman said she would like to wait a month.

Trustee Ballard asked if the Friends would be able to support the Osborne project. Steedman replied yes, the Friends would be interested.

3. Library Foundation – Michael Carrillo

Carrillo thanked the board for their support in the Bastanchury sale. We have \$4,437,508.48 in account and a press release should be out soon.

PUBLIC COMMENTS

- eComment from Jane Reifer - President Dale and Trustees, We'd like to ask if there have been any recent security issues with the Hunt Branch. Also, could we hear an overview of what the new security plan will be? It may be necessary to fence the area or board up the building during construction. Have these been considered?

Library Director Booth said she would answer this under Item no. 2.

REGULAR BUSINESS

1. 2019-20 Performance Evaluation of Library Director Public Employment per Government Code Section 54957(b)(1) Title: Library Director – Library Director Booth Recommendation: Authorization by the Board to execute the Amended and Restated Agreement between the City of Fullerton, the Library Board of Trustees and Library Director Judy Booth, to include a 2% salary increase effective July 11, 2020.

Staff report was presented.

PUBLIC COMMENTS – none

MOTION made by Trustee Ballard, **SECONDED** by Corresponding Secretary Mansuri to authorize amended agreement between the City of Fullerton, Library Board of Trustees and Library Director Judy Booth to include a 2% salary increase effective July 11, 2020. Motion carried 5-0.

2. Hunt Branch Library Update - Library Director Judy Booth Recommendation: Receive and file

Staff report was presented.

Public Comments

- e-comment from Jeffrey Chase, Save The Hunt, I would like to request/encourage the Board (and City) to seek architectural consultation from a qualified expert, who has experience with the preservation and restoration of modernist architecture. All too often, "upgrades" are made by contractors with no regard for the original design. I am also concerned/curious how the City plans to

maintain the current state of the building and security once it is vacated by Grace Ministries.

- e-comments from Jane Reifer - I'd like to request that if you are open to a presentation, that the abatement and construction be held off until we have a chance to present and also review plans.
- President Dale and Trustees, SaveTheHunt would like to thank you and Library Staff for all the hard work that's been done to save the Hunt Branch Library for public use. We are excited that we are getting so much closer to re-opening, but two major milestones remain. One is the building's architectural preservation or rehabilitation (including concurrent security measures), and the other is formalizing the relationship with the programming partner Heritage Future / Arts OC. Given our longstanding advocacy and positive community outreach on this issue, Save the Hunt would like to continue to be involved in these two remaining efforts. As part of this, we would like to make a short presentation to the Trustees and /or the City, highlighting the architectural rehabilitation issues before abatement and construction start. There are a number of resources that the City may not be aware of that allow flexibility in restoration, and, as you know, an unsuitable or insensitive restoration can't be easily reversed. On a related note, it's been great to hear that the City created a "schedule" of the historic and original furniture and fixtures, and we are wondering when it will be available for review. It's important to do this before the City signs off on the tenant, and, because of the building's and the furniture's uniqueness, this list of historic resources could actually help with the restoration plans. We are very close to saving the Hunt! We look forward to collaborating with you to bring this project over the finish line!

There was discussion about having Heritage Future/OC Arts, City staff, and Save the Hunt in a collaborative meeting. Trustees agreed to have Save the Hunt do a presentation for the library board.

MOTION made by President Dale, SECONDED by Corresponding Secretary Mansuri to schedule a Special Meeting on Wednesday, September 9 at 6:00 p.m, with a presentation by Save the Hunt. To have staff reach out to Jane Reifer and her group to appear and provide presentation and to coordinate logistics for them to appear via Webex and invite any interested partners as well as any City Council members to participate. Also include Scope of Work from asbestos contractor as a separate agenda item to receive and file. Motion carried 5-0.

3. 2019-20 Annual Report to City Council – Library Director Judy Booth Recommendation: Approve the 2019-20 Annual Report to Council.

Staff report was presented.

PUBLIC COMMENTS – none

MOTION made by Trustee Ballard, SECONDED by Corresponding Secretary Mansuri to APPROVE the 2019-20 Annual Report to City Council. Motion carried 5-0.

4. Osborne Auditorium and Conference Center Room Capital Improvement Project (CIP) Update – Library Director Judy Booth Recommendation: Staff requests direction on moving forward with this CIP project.

Staff report was presented.

There was discussion about the Friends and Foundation contributing to the project.

Trustee Paden would like to have the Request for Proposal (RFP) and know the bids. Corresponding Secretary Mansuri agrees and would like to see a revised bid on all the items for the CIP items.

MOTION made by Trustee Paden, SECONDED by Corresponding Secretary to direct staff to request RFP for Osborne improvements. Motion carried 5-0. .

ADJOURNMENT – Meeting was adjourned at 7:35 p.m. A Special Meeting of the Library Board of Trustees is scheduled for September 9, 2020 at 6:00 p.m.

Respectfully submitted,

Ruth Leopold

Ruth Leopold
Recording Secretary