



CITY OF FULLERTON
Fullerton Public Library
LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
January 28, 2021, 6:00 P.M.
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

Corresponding Secretary Mansuri called the meeting to order at 6:00 p.m.

ROLL CALL

Present: President Ballard (via teleconference), Trustee Chen (via teleconference), Foundation Representative Johnson, Vice President Mansuri (via teleconference), Corresponding Secretary Paden (via teleconference), Friends Representative Steedman (via teleconference) and Trustee Strauss (via teleconference)

Absent:

Staff: Judy Booth, Library Director (via teleconference), Ken Homsley, Adult Services Division Manager (via teleconference), Children's Manager Janine Jacobs (via teleconference), Ruth Leopold, Recording Secretary (via teleconference) Jordan Sanders Library Technical Services Assistant (via teleconference), and Lucinda Williams City Clerk (via teleconference)

PRESENTATIONS

- Introduction of new Library Board Trustees Sueling Chen and Irene Strauss.
- City Manager Ken Domer City Update

PUBLIC COMMENT

- eComment from Charlotte Samuels - Please allow public comment during non-action agenda items.
- eComment from Jane Reifer - I'm very sad about the passing of Michael Carrillo and would like to extend my condolences to his family, friends and colleagues. May I ask that we close tonight's meeting in his honor. A huge loss for our community.

LIBRARY BOARD OF TRUSTEES / STAFF, FOUNDATION AND FRIENDS COMMUNICATIONS AND REPORTS

Library Board of Trustees

- Trustee Ballard said she can purchase a couple of books in Michael Carrillo's memory in behalf of the Trustees.
- Trustee Chen thanked everyone for their warm welcome.

Library Director Booth Report

- Hunt Library Revitalization Project
 - Library Director continues to check on the building.
 - Library Director currently working on the next Mid Project Report on what has been done...
 - Pooch Park – At Last month's board meeting ... under the purview of the Parks and Recreation Commission. It was addressed at their 10/9/20 meeting. Details can be found on the City's Agenda webpage.
 - Hunt Library Survey – The public is encouraged to participate in a survey asking for input on programming for the revitalized Hunt Library. The survey is on the City's website.
- Library Restricted Accounts – Fullerton Public Library Foundation (FPLF) - \$419,999.57, Friends of the Fullerton Public Library - \$303,208.24, Total = \$723,207.81
- Curbside Service is explained in Water Bill Inserts – Fullerton residents who receive water bills will see a bilingual insert explaining Curbside Library Service. We thank the Friends of the Library for paying for this important outreach.

Friends of the Library Report

Friends Representative Dee Steedman said the Friends have not met and there was no formal report at this time.

Library Foundation Report

There was a moment of silence in remembrance of Foundation Representative Michael Carrillo. Corresponding Secretary Mansuri said it is a great idea to donate books in his name.

Foundation Representative Duncan Johnson said he would provide a report at the next meeting.

CONSENT CALENDAR – (Items 1-3)

- 1. DECEMBER 17, 2020 MINUTES**
- 2. EXPENDITURE SUMMARY**
- 3. DONATIONS**

eComments – None

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

REGULAR BUSINESS

1. Election of New Officers - Library Director Judy Booth

Library Director Booth presented the Staff Report.

eComments – None

MOTION made by Corresponding Secretary Mansuri, SECONDED by Trustee Paden, to nominate Trustee Ballard to serve as President through December 2021. Motion carried 5-0.

MOTION made by Trustee Paden, SECONDED by Trustee Ballard to nominate Corresponding Secretary Mansuri to serve as Vice President through December 2021. Motion carried 5-0.

MOTION made by Corresponding Secretary Mansuri, SECONDED by Trustee Ballard to nominate Trustee Paden to serve as Corresponding Secretary through December 2021. Motion carried 5-0.

2. Re-organization of Library Privileges Revocation Appeals (LPRA) Board – Library Director Judy Booth

Library Director Booth presented the Staff Report.

The new primary members for the LPRA board are: Corresponding Secretary Paden, Trustee Strauss and Trustee Chen. President Ballard will serve as the alternate member to the LPRA board.

eComments – None

MOTION made by Corresponding Secretary Paden, SECONDED by Trustee Chen to ACCEPT the new board. Motion carried 5-0.

3. Library Mission and Vision Statements - Library Director Judy Booth

Library Director Booth presented the Staff Report.

eComments – None

MOTION made by Vice President Mansuri, SECONDED by Trustee Chen to ACCEPT the current Library Mission and Vision Statements. Motion carried 5-0.

4. Public Comments on Non-Action Agenda Items – Library Director Judy Booth

Library Director Booth presented the Staff Report.

There was discussion about the importance of allowing public comments and having uniformity in City committees and commissions following the same meeting protocols.

e-Comment from Jane Reifer - I would like to ask, on behalf of the full public, how we can ask a question on a report if there is no place to do e-comments in that area of the agenda. Also, we can't fit too much in public comments if we have a public comment issue and then a report question. For ex., would like to have asked about Hunt Library today, but my public comment was about our fallen friend. Perhaps e-comments are not the best way to communicate, but that is all the public has.

e-Comment from Guest User - The difference between the reports that the City Council makes and those in the Library reports are the Council Members are talking about personal items, and these reports are substantive and have to do with crucial library initiatives. Thank you.

e-Comment from Jane Rands - I would like to have an opportunity to ask questions about reports as a member of the public who cared deeply about our wonderful libraries. Thank you.

MOTION made by Corresponding Secretary Paden, SECONDED by Vice President Mansuri to direct Library Director Booth to determine what steps are necessary to make it so that the public can submit public comments during staff reports.

- 5. Library Staff Attendance of the California Library Association Virtual Conference** – Library Director Judy Booth
Recommendation: Use Friends of the Library Restricted Account funds to pay for 13 staff members to attend the “Renaissance: The Library Renewal Virtual Annual Conference” which will take place on May 11 - 14, 2021.

Library Director Booth presented the Staff Report.

e-Comments – None

The Trustees were in support of the Library staff attending the Conference.

MOTION made by Vice President Mansuri, SECONDED by Trustee Chen to support Library staff attendance at California Library Association Virtual Conference in May. (Motion carried 5-0).

6. Funding and Restructuring – *Library Director Judy Booth*

Library Director Booth presented the Staff Report.

There was discussion about funding for CIP projects and a master plan.

Corresponding Secretary Paden said money had been transferred because of what our plans were at the time. We put the Osborne plan together and went to the Foundation with our request. It is important that we demonstrate that we have spent the money the way we said it would be. Scaling back can be a problem for certain things the Foundation said they would pay.

e-Comment from Jane Reifer - Where can we see a chart of circulation and reference requests for this year compared with last? Also is there a way to know more about the

Hunt Library furnishing request? Also, this may have dropped off the list, but would love to see a list of the historic furniture currently at Hunt Library. Thank you.

Circulation and reference statistics were included in the agenda packet for this meeting and are online. Inventory for the Hunt furnishings has been done.

MOTION made by Trustee Strauss, SECONDED by Vice President Mansuri to direct staff to pursue bids for a sustainability plan. Motion carried 5-0.

ADJOURNMENT – Meeting was adjourned at 8:12 p.m. A Regular Meeting of the Library Board of Trustees is scheduled for February 25, 2021 at 6:00 p.m.

Respectfully submitted,

Ruth Leopold

Ruth Leopold, Recording Secretary