



**CITY OF FULLERTON
LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
August 29, 2019, 6:00 P.M.
Fullerton Public Library
Conference Center Room
353 West Commonwealth Avenue
Fullerton, California**

Call to Order

President Paden called the meeting to order at 6:05 p.m. in the Conference Center Room of the Fullerton Public Library.

Roll Call

Present: Ballard, Byers, Dale, Mansuri, and Paden

Absent:

Staff: Judy Booth, Library Director
Ken Homsley, Adult Services Division Manager
Janine Jacobs, Children's Services Manager
Ruth Leopold, Recording Secretary
Ann Tower, Clerical Assistant

Public Comments

There were no public comments.

Consent Calendar – *(Items 1 through 4) 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 Trustees 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 July 25, 2019 Library Board of Trustees Special Meeting Minutes

2. Warrant Register

Recommendation: Approve August 2019 Warrant Register.

3. Expenditure Summaries

Recommendation: Approve July 2019 Expenditure Summaries.

4. Donations

Recommendation: Approve July 2019 Donations.

MOTION made by Secretary Ballard, SECONDED by Trustee Dale to accept the consent calendar as written. Motion carried (5-0).

Reports

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

- a. **August 2019 City Council Meetings** – At the August 6 Council meeting, there was nothing to report. At the August 20 meeting, clarification was requested by Council Member Jan Flory regarding the wording about the Library Director on the executive agreement.
- b. **Library Security Update – Security Guard/Incidents Report** – There were two revocations issued in the last month.

- c. **Outreach Dates** – There is no volunteer opportunity for the trustees during the Market dates since it falls on a Library Board meeting, but the Friends and Foundation are welcome to attend.
- d. **Fire Suburban Update** – Adult Services Manager Homsley received three quotes for wrapping/painting the Suburban. A partial wrap is under \$3,000 and doesn't include the extra time for graphic design which is approximately \$68 per hour. Questions from the Trustees included how long the wrap is warranted for and if it is more cost effective to paint if wrapping will only last one year. Adult Services Manager Homsley said he needs two more painting quotes and will find out how long wrapping will last.

The wrap being sold for advertising purposes was discussed. There was discussion regarding the possibilities of including commercial advertising on the vehicle for financial support instead of the usual donation from a non-profit entity.

- e. **Hunt Library Update** – The next step is for the Request for Proposals (RFP) for an entity to partner with the city on the future use of the Hunt Branch Library. The City Manager is in the process of hiring an Analyst to join his staff to work on the RFP. Adult Services Homsley spoke about a potential project from Bibliotheca Open+ that can be considered for the Hunt Library. Patrons can use Open+ before and after the Library opens allowing printing, picking up books and doing self-checks. There was discussion exploring whether it would be cost effective and if people would frequently use it. Library Director Booth said that the \$2.5 million from the State Library, which was awarded to the City for the Hunt Library needs a library nexus. She wants to keep the library board informed of possible options. Secretary Ballard said we need to find out what the funds can be used for and we need the basics, such as a new roof. We need to solve those two problems first. President Paden said it's best to go through Assemblywoman Sharon Quirk-Silva about any concerns that we have. Secretary Ballard suggested drafting a request to the City Manager regarding the RFP and stated we need to ask for direction on the RFP.

Public Comments

Molly McClanahan read an article from the *Orange County Register* regarding Hunt. She was asked by Assembly Woman Quirk-Silva's Assistant Amy Ramos to write for the grant application. Ramos spoke to people over at the Capitol and said when the money is released it will go to the City of Fullerton. She was not sure how much longer it will take before the money is released but it will probably be before the end of the year.

McClanahan is a member of Fullerton Beautiful and they are in the process of transferring money to Fullerton Heritage once it ceases to exist. She said we have asked as our first possibility, because the grounds are also part of the National Historic Registry application, if they accept this money from us that it be used to do an evaluation of the landscaping, trees, and any kind of work that needs to be done.

McClanahan said she did a presentation for the Library Foundation and would be happy to do one for the library board to explain some of the things that are possible and what literacy can mean in theatre, art and music.

Library Director Booth said we need to find a partner and this is our starting place through the RFP.

Barbara Kilponen spoke about how long she has been working to save the Hunt Library. In her letter to the City Council, she declared how to start the process. The board should look at page one of the letter where it says to select a Blue Ribbon Committee of moneyed people. She suggested bankers in town but the City Council has to make that decision and put forth the committee. There are several grants that can be re-written to refurbish the library, including the Getty Museum. It's way too valuable in the eyes of the community that wants to use this facility to just let it stagnate. We had terrific turnouts at our meetings. The process I laid out was reasonable and had a natural pattern that corporations for anyone doing a major fundraiser and select a blue ribbon committee by virtue of their banking or philanthropic experience. You need people who have financial influence of the region. The architect was interested in continuing his participation in the process.

McClanahan asks for the library board to stay patient a little bit longer.

President Paden said he would be interested if he can receive more information about this program, (Open+) and present it to Council as a possible use for the library. It can be discussed at the next meeting Adult Services Manager Homsley said he can get Open+ cost, with no infrastructure costs. Staffing for a children's library would be \$348,000. Increased usage for the other libraries using Open+ was discussed.

Secretary Ballard said that getting additional information the City Council may move this along.

Barbara Kilponen and Molly McClanahan suggested asking the City Manager to provide an updated report to the Library Director regarding the Hunt Library.

Library Director Booth suggested having each board member talk to each of their Council Members. Secretary Ballard recommended that each trustee write a letter asking if there is any further direction regarding the Hunt Branch Library and stating we are really concerned and would like to see this move along. The board agreed to individually contact their own Council Member.

Summer Reading Update – Children's Services Manager Janine Jacobs announced that combined totals of participating children, young adults, and adults were 2,926. The kids in Fullerton read for 2,172,203 minutes!

Library Improvement Ideas – Adult Services Manager Homsley said he would like to improve the space on the third and fourth levels of the library. There is a possibility of some minor improvements if the library receives any grant money this year. The improvements could include a children's room collaborative play area renovation, and the teen space remodel making it more attractive to the middle school and teen aged children. Additional remodeling needs were presented in a PowerPoint presentation. The grants only cover programming costs. Funds would be needed for any structural costs.

September Library Card Sign-Up Month was announced.

California Library Association Conference – Library staff will be attending the conference in Pasadena in October.

2. Friends of the Library – Dee Steedman

Three-day book sale from September 13 – 15. The Friends continue to recruit volunteers. Dee Steedman will talk to the Friends about the Hunt Library ideas.

3. Library Foundation – Michael Carrillo

Michael Carrillo said the Foundation supports the Library. They are searching for more Directors.

Regular Business

1. Resolution of the City Council Relating to Compensation for Executive Employees and Superseding Resolution No. 2017-66 and Amendments Thereto

- Library Director Judy Booth

Library Director reviewed the resolution. President Sean Paden said he received an e-mail from a member of the public who is concerned about this change that is potentially directed at lessening the authority of this board. Going through the changes it does look like it's giving greater control to the City Manager because the City Manager's title is listed before the Library Board of Trustees. President Paden said he is concerned about this. The board expressed their concern with the way the resolution reads with the City Manager, guarding the authority the library board has. The California

Education Code was added to the Resolution.

Public Comments

Jane Reifer asked for clarification regarding the California Education Code and why it was necessary to change the resolution.

Library Director Booth clarified the concerns from the board including having the City Manager listed before the Library Board of Trustees. The changes were consistent to what is in the State Code regarding supervising. President Paden said citing the Code is good but the State gets to decide what complies with the Code, not the City.

MOTION made by Secretary Ballard, SECONDED by Trustee Dale to receive and file. Motion carried (5-0).

2. 2018-19 Performance Evaluation of Library Director Public Employment per Government Code Section 54957(b)(1) Title: Library Director – Library Director Booth

Library Director Booth gave an explanation of the contract. President Paden said he would rather see addendums rather than the full contract going forward to see what has been changed.

MOTION made by Trustee Dale, SECONDED by Trustee Byers to APPROVE the performance evaluation and amended contract with pay retroactive to July 13, 2019. Motion carried (5-0).

3. Osborne Auditorium and Conference Center Room CIP Update – Library Director Judy Booth

MOTION made by Trustee Dale, SECONDED by Secretary Ballard to receive and file. Motion carried (5-0).

4. Final Draft of Annual Report to City Council – Library Director Judy Booth

MOTION made by Secretary Ballard, SECONDED by President Paden to sign the final annual report to City Council. Motion carried (5-0).

Adjournment – MOTION made by Secretary Ballard, SECONDED by Trustee Dale to adjourn meeting at 8:12 p.m. to the next meeting of the Library Board of Trustees on September 26, 2019, at 6:00 p.m. at the Fullerton Public Library, 353 W. Commonwealth Ave., Fullerton, California.

Respectfully submitted,

Ruth Leopold
Recording Secretary