



**CITY OF FULLERTON  
LIBRARY BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
September 24 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), President Dale (via teleconference), Corresponding Secretary Mansuri (via teleconference), Foundation President Oates (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), and Ruth Leopold, Recording Secretary (via teleconference)

**PUBLIC COMMENT**

- eComment from Jane Reifer - I'm still happy to serve as part of a focus group to make the BOT meetings more easily available to the public. We often hear that it's frustrating to access the meetings and make comments. I understand that these are difficult times, but the good news is that most of the fixes aren't technical; just simple changes that can be easily done. I've received help w/workarounds, but these access issues are precluding the general public's involvement. I don't think we should wait much longer. Thank you,

**CONSENT CALENDAR – (Items 1-4)**

**1. Approval of Minutes**

**Recommendation:** Approve August 27, 2020 Library Board of Trustees Regular Meeting Minutes

**2. Warrant Register**

**Recommendation:** Approve September 2020 Warrant Register.

**3. Expenditure Summaries**

**Recommendation:** Approve August 2020 Expenditure Summaries

**4. Donations**

**Recommendation:** Approve August 2020 Donations

## PUBLIC COMMENTS

- e-comments: None

Recording Secretary Leopold explained that the library checks were not ready for this month and did not have Item 2 Warrant Register.

MOTION made by President Dale, SECONDED by Vice President Byers to pull item 2 for consideration at the next meeting and APPROVE Items no.1, 3 and 4. Motion carried 4-0-1 (Paden Absent).

## REPORTS

### 1. **Director's Report and September Monthly Activity Report** – *Library Director Judy Booth*

- a. September 15 City Council Meeting** – Study Session for City Financial Update
- b. Main Library Security Update – Security Guard/Incidents Report** - There was nothing library-related to report.
- c. Osborne Auditorium and Conference Center Room Capital Improvement Project (CIP) Update** – Engineering is preparing the Request for Proposals (RFP).
- d. Updates to Library Budget and Staffing** – Layoffs and retirements were discussed.

### 2. **Friends of the Library** – Dee Steedman

Steedman said the Friends held two executive meetings.

### 3. **Library Foundation** – Elizabeth Oates

President Oates announced that the Bastanchury property was sold in July. The Foundation would like to help in getting library services to the community. They can help to get programs and services started, but can also help support and maintain them.

## Public Comments

- eComment - none

## REGULAR BUSINESS

### 1. **Fullerton Public Library (FPL) Code of Conduct Safe Practices Addendum** – Adult Services Division Manager Ken Homsley

**Recommendation:** Approve the addition of the FPL Code of Conduct Safe Practices Addendum.

Staff presented report.

## Public Comments

- e-comments – none

MOTION made by Corresponding Secretary Mansuri, SECONDED by Trustee Ballard to ACCEPT the FPL Code of Conduct Safe Practices Addendum. Motion carried 4-0-1 (Paden Absent).

## **2. Hunt Library Update and Board's Request for Historic Preservation Architect Involvement - Library Director Judy Booth**

**Recommendation:** Approve the request made at the September 9 meeting.

Staff read the report and letter from President Dale to the City Council.

### **Public Comments**

- e-comment from Alan Hess, Chair, Board of Directors, Preserve Orange County  
To the Board: Following up on our August 31, 2020 letter to you, we would like to reiterate our support for your writing a letter to the Fullerton City Council and City Manager recommending hiring a historic preservation architect to consult on the city's immediate steps on the Hunt Library. This architect should meet the Professional Qualifications Standards for Historic Architecture outlined by the National Park Service, as the Hunt is on the NPS's National Register of Historic Places. We also support including a local historic preservation organization, such as Friends of the Hunt, in the city's ongoing deliberations on this project. As the county-wide non-profit organization advocating for the preservation of Orange County's rich architectural and historical treasures, Preserve Orange County understands that maintenance, abatement, conservation, and remediation steps may be needed, but these should be taken with the proper steps to preserve the Hunt Library's historic character. Thank you for your consideration of this matter.
- e-comments from Jane Reifer – President Dale and Trustees,  
Thank you for the opportunity to present at the last meeting and share what we've learned about the importance of the Hunt Branch Library both locally and regionally. We very much appreciate the board's support of asking the City to hire a preservation architect. We would also ask if we might be included in the City discussions on this topic. If we were included, we would be able to help the City with resources and direction. Here's an example. There has already been City discussion of removing the historic jacaranda trees in the atriums. In talking with the City, we discovered that the City is unaware that the trees are part of the National Historic Register listing. While there may be a problem with deferred maintenance on the trees and their effect on the building, an attempt to work with the existing trees should be explored. A focus on the historic status of the property would help the City ask questions more in line with the unique legacy of the library and its grounds. Thank you again for your interest in restoring the Hunt Branch Library with the right experts.
- e-comments from Kandra Kargo, Dear Library Board:  
I lived in Fullerton, when the Hunt Library was built and was given to the City of Fullerton as a gift from Norton Simon. I used this library when in high school at Sunny Hills HS, Fullerton College, CSUF and beyond. His art collection was trusted to our library, and to our city then. Now, the citizens of Fullerton are trusting Fullerton to properly preserve this historic building and grounds in the same way that Norton Simon trusted us with his gift in the 1960's. Our city is still worthy of his gift. A lot of experts and expertise have become available to our city through the efforts and research of the SAVE THE HUNT group.

It is important for our city to 'do this right'...we only have this one chance-the one that is before us now. See that this historic building is renovated by the best historic preservationist architects available, and that the hard working 'Save the Hunt' experts be part of the advisory oversight of this project. They know what they are doing! They care about Fullerton. Trust them!

Trustee Ballard said the letter included the need for the architect and the request that Save the Hunt be represented for their input and expertise. It was a good letter.

MOTION made by Trustee Ballard, SECONDED by Corresponding Secretary Mansuri to submit the letter as read. Motion carried 4-0-1 (Paden Absent).

### **3. Rescheduling of November and December 2020 meetings to Nov. 19 and Dec. 17**

– Library Director Judy Booth

**Recommendation:** Accept the Change of the Meetings to Nov. 19 and Dec. 17.

Staff report was presented.

Public Comments

- e-comments – none

MOTION made by President Dale, SECONDED by Corresponding Secretary Mansuri to ACCEPT the change of the meetings to November 19 and December 17. Motion carried 4-0-1 (Paden Absent).

### **4. 2021 Library Holiday Closures** – Library Director Judy Booth

**Recommendation:** Approve the Proposed 2021 Library Holiday Closures

Staff report was presented.

Public Comments

- e-comments – none

MOTION made by Trustee Ballard, SECONDED by Vice President Byers to ACCEPT recommendation for proposed 2021 Library Holiday Closures. Motion carried 4-0-1 (Paden Absent).

### **5. 2020-21 Foundation Pledge to the Library** – Library Director Judy Booth

**Recommendation:** Request the Foundation to fulfill their pledge and donate \$39,788 to the Library in the current calendar year.

Staff report was presented.

Public Comments

- e-comments – none

President Dale thanked the Foundation.

MOTION made by Trustee Ballard, SECONDED by Vice President Byers to ACCEPT the Foundation pledge of \$39,788 to the Library for the current calendar year. Motion AMMENDED to include the letter. Motion carried 4-0-1 (Paden Absent).

**ADJOURNMENT** – Meeting was adjourned at 7:00 p.m. The next Regular Meeting of the Library Board of Trustees is scheduled for October 22, 2020 at 6:00 p.m.

Respectfully submitted,

*Ruth Leopold*

Ruth Leopold  
Recording Secretary