



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

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 Ballard called the meeting to order at 6:06 p.m.

ROLL CALL

Present: President Ballard, Trustee Chen, Vice President Mansuri, Foundation Representative Oates, Corresponding Secretary Paden, Friends Representative Steedman and Trustee Strauss

Absent:

Staff: Judy Booth, Library Director, Janine Jacobs, Children's Services Manager, Ruth Leopold, Recording Secretary, and Bethany Weinberg, Senior Librarian Technical Services

LIBRARY DIRECTOR / STAFF REPORTS

- October City Council Meetings – The budget was not approved.
- Main Library Including Security Update There was nothing related to the Library to report.
- Hunt Library Including Security Update There was nothing related to the Library to report.
- 2021-22 Library Budget Update There was nothing related to the Library to report.
- Friends of the Library Week October 17-24. – Library Director thanked the Friends for their service to the Library. Friends and Foundation participated at the Library table at the Fullerton Market. The Bookstore has a new two-sided sign just outside the Bookstore. There are new Bookstore displays in the Conference Center display case.
- Hunt Library vandalism was discussed.

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

FRIENDS

Representative Steedman announced a Dec. 3 and Dec. 4 Book Sale. The last Book Sale was successful. The Friends were invited to do a promotional video by the Library

staff to be featured on YouTube. There are new Friends volunteers and new applicants. Many book donations coming in.

FOUNDATION (FPLF)

Representative Oates explained that the Foundation meetings have been hybrid since September. WestCliff University proposal concluded. The Foundation is looking for outside firms to help with fundraising and community relations. FPLF is looking for new Foundation members.

LIBRARY BOARD OF TRUSTEES

Corresponding Secretary Paden requested to agendaize a presentation on security options for the Hunt Library. He gave the following options:

1. Could approve an expenditure if it was in the current budget.
2. If money is in excess of budget, we could make a request to City Council.
3. Find out if grant money covers security measures. Library Director Booth responded it does not.
4. Friends and Foundation would be able to fund based on their own charter.

If it's too much money, he recommends going to City Council to make a request.

There is FPLF money available that can be used at the Library Board's discretion.

President Ballard asked if OC Arts can contribute toward security and maintenance.

MOTION made by Corresponding Secretary Paden, **SECONDED** by Vice President Mansuri regarding cost presentation for security measures for the Hunt Library on how to pay for it either approve it out of our existing budget, to request funds through the City or through different partners including OC Arts, FPLF or Friends. Motion carried 5-0.

MOTION made by President Ballard, **SECONDED** by Trustee Chen to request that staff place an item on the agenda requesting that the FPLF be involved in the planning and the funding of the satellite library at the Hunt Library which will benefit the greater Fullerton community.

CONSENT CALENDAR (Items 1-3)

1. **SEPTEMBER 28, 2021 MINUTES**
Recommendation: Approve the Regular Meeting September 28, 2021 Library Board of Trustees Minutes.
2. **LIBRARY BILL SUMMARY**
Recommendation: Receive and File
3. **EXPENDITURE SUMMARY**
Recommendation: Approve September 2021 Expenditure Summary

PUBLIC COMMENT – None

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

REGULAR BUSINESS

1. 2022 Library Holiday Closure Dates – *Library Director Judy Booth*

Library Director Booth presented staff report.

PUBLIC COMMENT – None

MOTION made by Trustee Chen, SECONDED by Vice President Mansuri to ACCEPT the Proposed 2022 Library Holiday Closure Dates. Motion carried 5-0.

2. Library Parking Signage – *Library Director Judy Booth*

Library Director Booth presented staff report.

PUBLIC COMMENT – None

MOTION made by Trustee Chen, SECONDED by Vice President Mansuri to APPROVE the signage installation. Motion carried 5-0.

3. Trustees and Library Publicity – *Library Director Judy Booth*

Library Director Booth presented staff report.

Trustees expressed their concerns with including their photos on publicity. Some suggested that staff should have control with what is placed in Library publicity and Trustees should not direct staff.

Comments made included having the Trustee photos in the newsletter once a year, but not on social media. Ties with community can be strengthened if they can relate to Library Board by seeing their faces. Trustees would rather see an emphasis on staff and connecting the community through them. Would rather see staff faces and their stories.

Senior Librarian Technical Services Weinberg said it is an on-going discussion with staff and the Library's new website to include Staff's photos.

PUBLIC COMMENT – Maureen Melton – The Library Board are volunteers and should be recognized and have their photos hung in the library and have library business cards. You work and hard and are volunteers. Maybe you should not appear in every newsletter, but you should be recognized.

MOTION made by Vice President Mansuri, SECONDED by Corresponding Secretary Paden to direct staff to use their discretion as to whether or not Trustee photos shall appear in the FPL weekly e-mailed newsletter. Motion carried 5-0.

MOTION made by President Ballard, SECONDED by Corresponding Secretary Paden to direct staff to use their discretion as to whether Trustees approve being featured with a small article in library publications. Motion carried 5-0.

There was discussion about having the Library Board's photos inside the Library. It would give the community and staff an opportunity to meet their Library Board of Trustees.

ADJOURNMENT – Meeting was adjourned at 7:01 p.m. The Special Meeting of the Library Board of Trustees is scheduled for November 18, 2021 at 6:00 p.m.

Respectfully submitted,

Ruth Leopold

Ruth Leopold
Recording Secretary