



**CITY OF FULLERTON  
Fullerton Public Library  
LIBRARY BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
April 22, 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**

President Ballard called the meeting to order at 6:04 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) and Lucinda Williams City Clerk (via teleconference)

**LIBRARY DIRECTOR / STAFF REPORTS**

- **April City Council Meetings** – Nothing related to the Library to report.
- **Main Library Security Update – Security Guard/Incidents Report** – There are no security updates.
- **Hunt Library Including Security Update** – Community Visioning Session had 43 people in attendance. There will also be a bilingual Visioning Session in May.
- **Library Re-opening** – Café is going strong. Friends Book Sales and Farmers' Market to be held on Wednesdays in May. Children's Manager Janine Jacobs reported that new patrons are visiting the library.
- **Web Design and Implementation – Independent Subsite (Ken Homsley)** – Library Staff is doing a comparison of three systems. There will be a presentation at the next library board meeting.

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

### **Library Board of Trustees Report**

Trustee Strauss thanked Library Director Booth for a course recommendation she participated in.

President Ballard visited the library on Wednesday and enjoyed seeing the activity of the Book Sale and Farmers Market.

### **Friends of the Library Report**

Friends Representative Steedman said the Friends are thrilled to be back. There was a great turn out at the Book Sale averaging \$100 sales per hour. The Friends are emptying the book store inventory for the sales and will re-stock the store when it re-opens. Friends President Janet Wolf was thanked for the Sidewalk Book Sale idea.

### **Library Foundation Report**

Foundation Representative Johnson announced that the Westcliff University application was submitted. Library Director Booth spoke about Foundation donor's interest in donating \$25,000 to Children's Services.

### **PUBLIC COMMENT**

Public Comments – None

### **CONSENT CALENDAR (Items 1-4)**

1. **MARCH 25, 2021 MINUTES**
2. **APRIL 2021 LIBRARY CHECK REGISTER**
3. **EXPENDITURE SUMMARY**
4. **DONATIONS**

Public Comments – None

Corresponding Secretary Paden pulled Item #2.

MOTION made by Corresponding Secretary Paden, **SECONDED** by Trustee Strauss to **APPROVE** the balance of Items #1, 3 and 4. Motion carried 5-0.

Staff clarified that only the yellow highlighted items on the Check Register are paid by the Library.

MOTION made by Corresponding Secretary Paden, **SECONDED** by Vice President Mansuri to **APPROVE** Item #2. Motion carried 5-0.

### **REGULAR BUSINESS**

1. **Transition Plan for Return to In-Person Meetings – City Clerk Lucinda Williams.**

City Clerk Williams presented staff report.

There was discussion regarding attending in-person meetings and following the Governor's orders through the June 15, 2021 California re-opening date. A consensus was reached to hold in-person meetings. A Special Meeting of May 20 was scheduled and the Regular Meeting of May 27 was cancelled.

Public Comments – None

No motion was necessary. Staff will proceed with holding in-person meetings.

## **2. 2021-22 Library Budget – *Library Director Judy Booth***

Library Director Booth presented the Staff Report.

Public Comments – None

There was discussion about increasing the budget for additional staffing, conducting a study for having the library become part of the Library District, options for re-opening passport office, events to increase library funding, and Passport Office decrease in funding due to staff reduction and Covid-19 travel restrictions.

MOTION made by Vice President Mansuri, SECONDED by Trustee Strauss to Receive and file. Motion carried 5-0.

## **3. Library 2021-22 Fees Schedule – *Library Director Judy Booth***

Library Director Judy Booth presented the Staff Report.

Public Comments – None

Corresponding Secretary Paden said although fees are not revenue generators, but he does want to have an incentive for people to return materials on time. Library should have fines for some items. The main focus is to return materials and not hold on to them for an unreasonable amount of time.

There was discussion about the American Library Association's Resolution regarding social inequality and how monetary fines do present economic barriers for some people.

Corresponding Secretary Paden said he is in favor of eliminating the \$5 Extended Use Fee and reducing fines.

Trustee Strauss suggested going ahead with the proposal for six months and see if materials are being returned.

MOTION made by Vice President Mansuri, SECONDED by Corresponding Secretary Paden to extend the waiver for fees for 6 months and eliminate the \$5 Extended Use Fee and re-evaluate the situation.

**ADJOURNMENT** – Meeting was adjourned at 7:37 p.m. A Special Meeting of the Library Board of Trustees is scheduled for May 20, 2021 at 6:00 p.m.

Respectfully submitted,

*Ruth Leopold*

Ruth Leopold  
Recording Secretary