Minutes

CITY OF GLENDORA

LIBRARY BOARD OF TRUSTEES – Regular Meeting

Library-Bidwell Forum July 19, 2010
140 S. Glendora Ave, Glendora CA 91741 7:00 p.m.

The Regular Meeting of the Glendora Library Board of Trustees was called to order at 7:09 p.m. by President Tricia Gomer.

Board Members Present: Tricia Gomer, Debbie Deal, Bill Robinett, Helen Storland, Mike Conway

Board Members Absent: None

Staff Present: Robin Weed-Brown, Library Director; Elke Cathel, Administrative Assistant;

2. PUBLIC COMMENT PERIOD

There was no public comment.

3. ADOPTION OF AGENDA

It was MSC (Deal/Storland) to approve the Library Board meeting agenda for July 19, 2010. The motion carried 5-0-0 as follows: AYES: Gomer, Deal, Robinett, Storland, Conway; NOES: None; ABSENT: None; ABSTAIN: None.

4. CONSENT CALENDAR

It was MSC (Conway/Deal) to approve item (1) on the consent calendar, minutes of the meeting of June 21, 2010, with the following change: 6.2 Review of finalized goals for FY 10/11, the first sentence should read: "The City Manager has approved the finalized goals as developed by **Weed-Brown." The motion carried 4-0-1 as follows: AYES: Deal, Robinett, Storland, Conway; NOES: None; ABSENT: None; ABSTAIN: Gomer.**

5. REPORT OF LIBRARY DIRECTOR

The Board discussed the draft master fee schedule.

Weed-Brown thanked the Trustees for attending *Night on the Plaza*.

The Board discussed two recent patron requests for evaluation of library resources.

The Board reviewed and discussed the library's year-end statistics (handout 1). Robinett commented that it is more beneficial to get the complete 11-page library statistics document one or two times a year.

Gomer thanked staff for providing a 2-sided Board packet, thus saving money and resources.

Robinett shared a recent experience from a new library built in Basalt, a town near Aspen, Colorado.

Conway and Storland commented on the *Novel idea* book group meeting held in June. They agreed that it was a great book group meeting and a good discussion.

Robinett stated that he was in contact with city administration about three weeks ago in an attempt to have Weed-Brown recognized for being appointed chair of SCLC. He was informed that Weed-Brown would be recognized, but he was not given a timeframe. Weed-Brown stated that she had not heard anything yet.

6. UNFINISHED BUSINESS

6.1 Annual Self-Evaluation of Board - **action**

Gomer thanked the Board members for delaying the Board's self-evaluation for one month. She also thanked Deal for leading last month's Board meeting. Gomer distributed the compiled document for the Board's review.

It was MSC (Deal/Robinett) to approve the Board's self-evaluation as presented by Gomer. The motion carried 5-0-0 as follows: AYES: Gomer, Deal, Robinett, Storland, Conway; NOES: None; ABSENT: None; ABSTAIN: None.

Following discussion, the Board agreed to send the self-evaluation to City Council.

7. NEW BUSINESS

7.1 Election of New Officers - **action**

Gomer opened the nominations for President. Conway nominated Debbie Deal as President.

It was MSC (Conway/Gomer) to close nominations and Debbie Deal was elected President. The motion carried 5-0-0 as follows: AYES: Gomer, Deal, Robinett, Storland, Conway; NOES: None; ABSENT: None; ABSTAIN: None.

Deal opened the nominations for Vice President. Conway nominated Helen Storland as Vice President.

It was MSC (Conway/Gomer) to close nominations and Helen Storland was elected Vice President. The motion carried 5-0-0 as follows: AYES: Gomer, Deal, Robinett, Storland, Conway; NOES: None; ABSENT: None; ABSTAIN: None.

7.2 Election of two Friends Foundation Liaisons - **action**

Deal opened the nominations for two Friends Foundation Liaisons. Gomer nominated Michael Conway and Helen Storland as Friends Foundation Liaisons.

It was MSC (Gomer/Robinett) to approve Conway and Storland as Friends Foundation Liaisons. The motion carried 5-0-0 as follows: AYES: Gomer, Deal, Robinett, Storland, Conway; NOES: None; ABSENT: None; ABSTAIN: None.

7.3 Library Board Goals for FY 10/11 - **action**

The Board reviewed the roles of the Library Board, as well as the Library Board goals for FY 09/10.

Following discussion, the Board agreed to review the roles of the Library Board at the August Board meeting. Storland commented that something should be added to the roles about the future.

The Board discussed the goals for FY 09/10 and how they came to be. The Trustees discussed the best way to compile the goals for FY 10/11. The Board agreed to review the FY 09/10 goals and continue the discussion at the August Board meeting. Deal summarized that both the goals and the roles will be agendized for the August meeting.

7.4 Library Events calendar - **information**

The Board reviewed the events calendar. Deal reminded the Board about the Volunteer Recognition event on July 26. She reminded Storland and Conway that their first Friends Foundation meeting is in October.

8. BOARD MEMBER ITEMS

8.1 Agenda Planning Calendar - **information**

The Board reviewed the agenda planning calendar. Deal confirmed that the *Role of the Glendora Library Board of Trustees* document will be added to next month's agenda, as will the Library Board of Trustees Goals and Objectives for FY 2010-2011. Following discussion, the Board agreed to move the review of the Red Alert Procedures to September.

8.2 Board member items - **information**

Gomer stated that she had a great time at *Night on the Plaza*. She thanked the Board members for their support while she was Library Board President.

Deal stated that *Night on the Plaza* was a great event.

Robinett commented that the committee did an excellent job decorating for *Night on the Plaza*. He added that the food was delicious and the food lines worked well this year. The Board agreed.

9. CLOSED SESSION- PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(pursuant to Government Code §54957)

9.1 Closed Session - Public Employee Performance Evaluation (pursuant to Government Code §54957)

Title: Library Director – Annual Evaluation

President Deal read the following closed session title into the record: Public Employee Performance Evaluation (pursuant to Government Code §54957); Title: Library Director

President Deal recessed the meeting to closed session at 8:45 p.m.

President Deal reconvened the meeting into open session at 9:30 p.m. Deal reported that the Library Board conducted the annual evaluation of the performance of the Library Director.

There being no further business, the meeting adjourned at 9:31 p.m.
Respectfully Submitted,
Robin Weed-Brown, Library Director
*The above minutes are subject to the Library Board's additions or corrections and final approval.