

City of Glendora
Board of Library Trustees
Regular



Monday, October 15, 2012
City Council Chambers
116 E. Foothill Boulevard
Glendora, CA 91741

CALL TO ORDER

The REGULAR MEETING of the City of Glendora Board of Library Trustees was called to order at 7:00 p.m. by Vice-President Deal.

ROLL CALL

Board Members Present: Vice-President Debbie Deal, Trustee Patrick Hollanders, Trustee Helen Storland and Trustee Jennifer Leos

Board Members Absent: President Tricia Gomer

Staff Members Present: Library Director Robin Weed-Brown and Management Analyst Elke Cathel

SPECIAL ITEMS - None

PUBLIC COMMENT

Vice-President Deal **OPENED** the Public Comment Period.

As there was no one wishing to speak, Vice-President Deal **CLOSED** the Public Comment Period.

REORDERING OF AND ADDITIONS TO THE AGENDA - (Action: President request motion to adopt agenda as presented)

It was MSC (Storland/Hollanders) to adopt the Board of Library Trustees meeting agenda for October 15, 2012 as presented.

The motion carried 4-1 as follows: AYES: Deal, Hollanders, Storland, Leos; NOES: None; ABSENT: Gomer; ABSTAIN: None.

CONSENT CALENDAR

Library Trustee Leos announced her abstention from item #1 on the consent calendar, as she was not serving on the Library Board in September.

It was MSC (Hollanders/Storland) to approve Consent Calendar Item #1, minutes of the Library Board meeting of September 17, 2012 as presented.

The motion carried 3-1 as follows: AYES: Deal, Hollanders, Storland; NOES: None; ABSENT: Gomer; ABSTAIN: Leos.

1. Minutes of meeting of September 17, 2012

Library Board to review and approve minutes of Library Board meeting of September 17, 2012

REPORT OF LIBRARY DIRECTOR (Informational)

2. Presentation of the report of the Library Director

Library Director Weed-Brown welcomed new Trustee Jennifer Leos.

The Board commended library staff for the library's revised *Welcome* brochure.

The Board commented on the new beverage vending machine located in the lower lobby of the library. In response to a question, Weed-Brown clarified that the library does not own the machine. The machine and the beverages are provided by a local vendor, who also handles the maintenance. Weed-Brown added that any profits will be handled by the Friends Foundation. Trustee Hollanders suggested adding signage for the machine, as it is somewhat difficult to see.

Trustee Hollanders commented on the increase in the number of electronic circulation, listed in the library's monthly statistics. Weed-Brown stated that Glendora Library currently purchases most of its e-books as part of a consortium shared collection. Library staff continues to search for options to further the library's collection. Trustee Hollanders commended library staff for anticipating future needs.

Weed-Brown provided a PowerPoint presentation on the successful *Battle of the Books* event. The Board of Library Trustees commended library staff and the *Battle of the Books* committee for a wonderful and successful event.

UNFINISHED BUSINESS - None

NEW BUSINESS

3. Library Plan of Service Goal

Weed-Brown stated that one of Library Administration's goals is to work on a Library Plan of Service for the next five years. In preparation, the library's management team watched several webinars.

The Trustees commented on the plan of service process and asked who would be able to participate in the focus groups that would be created. Weed-Brown stated that discussions had been held on this matter. However, the specific process would depend on the recommendations of the selected consultant.

Trustee Hollanders asked for the Library Trustees to have input in the Request for Proposal process and its final outcome. Weed-Brown stated that she will share this request with the City Manager.

4. Library Events Calendar

The Board of Library Trustees reviewed the events calendar. Vice-President Deal pointed out the Friends Foundation quarterly Board meeting next Tuesday.

Trustee Storland commended library staff for the Opera Talks bookmarks. She is looking forward to the upcoming Opera Talks.

Library Director Weed-Brown highlighted two programs scheduled for November 9, 2012 in Bidwell Forum. The first program, *The Writings of Warren E. Buffett* is scheduled to start at 9 am. This program is presented in partnership with the Glendora Chamber of Commerce. The second program, *A Tribute to Woody Guthrie*, is part of the *One Community-One Book* event and will take place in the afternoon.

BOARD MEMBER ITEMS

5. Agenda Planning Calendar (no action will be taken on any item brought up at this time)

The Board of Library Trustees reviewed the agenda planning calendar. Weed-Brown and the Board discussed possible dates for a demonstration of the RFID system for the Trustees.

6. Board member items and announcements (no action will be taken on any item brought up at this time)

Trustee Storland commented on an article in the LA Times on the new director for LA Public Libraries.

Trustee Hollanders commented on the library programs held as part of the *One Community-One Book* event. He commended library staff for providing such educational programs. He invited the community to attend and enjoy the many library programs being offered.

Vice-President Deal welcomed Trustee Leos. Deal commented on the *One Community-One Book* events and the Battle of the Books. Deal stated she is looking forward to trick-or-treating in the library.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:34 p.m.

Robin Weed-Brown
Library Director/Board Secretary

Minutes were approved on November 19, 2012 by the Board of Library Trustees.