

**MINUTES  
LIBRARY BOARD OF TRUSTEES**

**SPECIAL MEETING**

September 7, 2010  
5:00 P.M.  
Central Library  
7111 Talbert Avenue  
Huntington Beach, CA 92648

**ROLL CALL:**

**MEMBERS PRESENT:** Lewis, Budwig, Cox, Miles, Kuperberg and Vogel

**MEMBERS ABSENT:** Croteau

**STAFF PRESENT:** Wilson, Blassingame

**COUNCIL LIAISONS PRESENT:** None

**DISCUSSION ITEMS:**

**B-1. Library Strategic Plan**

Ms. Blassingame distributed hard copies of the Library Strategic Plan. Mr. Budwig moved to approve the Library Strategic Plan as submitted. There was no second. Mr. Lewis asked if anyone wished to discuss the Plan. Mr. Kuperberg asked for an overview.

Ms. Wilson provided a summary of the development process of the Library Strategic Plan, reviewing it as she spoke, and she noted that the Plan has been beneficial in determining the needs of the public and the priorities of the library. Ms. Wilson also explained that, with regard to the Plan, the Library Director is working with staff to develop the organizational competencies.

Chair Lewis asked if this Plan was taken into account during the budget process for fiscal year 2010-2011. Ms. Wilson stated that having a Strategic Plan specific to the Library Services department helped to keep the Management Team focused on the priorities and needs of the library during the budget process.

Ms. Cox asked, with regard to the top three Service Responses and the goals and objectives, if the timeline was accurate, noting that some of the dates have passed. Ms. Wilson replied that the Library Services department is on track in achieving each of the objectives listed under the Service Response goals according to the timeline.

Mr. Miles commented that three years seemed rather short term. Ms. Wilson explained that the goals needed to be achievable and quantifiable. Mr. Kuperberg and Mr. Lewis explained that in a Strategic Plan, measurable three year goals are typical. Ms. Wilson added that once the current Strategic Plan is completed, a new Plan will be developed and some of the Service Responses may be enhanced or new Service Responses may be selected, based upon the economy, the needs of the public and the determination of a new Strategic Plan committee.

Ms. Cox reviewed the October 2009 slideshow presented to the Community Committee and asked how the statistics then compared to today's statistics. Ms. Blassingame noted that the statistics would not be available until after October 4, 2010, and Ms. Wilson agreed to provide those statistics to Ms. Beverage to share at the October Library Board meeting.

Mr. Miles asked if the Adult Literacy and ESL programs would be included in the Strategic Plan. Ms. Wilson explained that while those items are not included in the top three Service Response choices selected by the Community Committee, they are included in the list of PLAs 18 Service Responses and the library continues to support the existing programs.

**CHAIR LEWIS ENTERTAINED A MOTION TO APPROVE THE LIBRARY STRATEGIC PLAN 2010-2013: SO MOVED BY MR. KUPERBERG AND SO SECONDED BY MS. COX. AS NONE WERE OPPOSED, THE BOARD ADOPTED AND ACCEPTED THE LIBRARY STRATEGIC PLAN 2010-2013.**

Mr. Kuperberg asked when the Library Strategic Plan would be presented to the City Council. Ms. Wilson explained that the Library Strategic Plan would be included in the agenda for the September 20 City Council meeting or the October 4 City Council meeting as a 'receive and file' document.

Chair Lewis asked if there were any further questions or comments and, there being none, he moved to adjourn.

**ADJOURNMENT:** Chair Lewis entertained a motion to adjourn the meeting. Mr. Kuperberg moved to adjourn the meeting and Mr. Miles seconded the motion. There being no more business, the meeting was adjourned.

Respectfully submitted by,

Don Lewis, Chair