

**MINUTES
LIBRARY BOARD OF TRUSTEES**

January 21, 2009
5:00 P.M.
Central Library
7111 Talbert Avenue
Huntington Beach, CA 92648

ROLL CALL:

MEMBERS PRESENT: Cox, Kuperberg, Lewis, and Moore

MEMBERS ABSENT: Budwig, Miles

STAFF PRESENT: Beverage, Blassingame

COUNCIL LIAISONS PRESENT: None

PRESENTATIONS/COMMENDATIONS:

None

MINUTES: October 21, 2008

CHAIR COX ENTERTAINED A MOTION TO ACCEPT THE MINUTES AS SUBMITTED: SO MOVED BY MR. LEWIS AND SO SECONDED BY MR. KUPERBERG. AS NONE WERE OPPOSED, THE MINUTES OF OCTOBER 21, 2008 WERE ACCEPTED AS SUBMITTED.

ORAL COMMUNICATIONS/PUBLIC COMMENTS: None

ADMINISTRATIVE ITEMS:

Ms. Blassingame distributed the updated member roster to the Board, noting that the new director was added and Harold Hall, who resigned in December, was removed.

DISCUSSION ITEMS:

F-1. Library Director Introduction – Stephanie Beverage

Ms. Beverage began her introduction by providing some background information about her qualifications: a Bachelors Degree in History and a Masters Degree in Library Science from the University of California, Los Angeles. She is also a Graduate of Georgetown University, holding a Masters Degree in Early Modern and Medieval European History. Ms. Beverage has spent her entire career working for public libraries including the Pasadena and Alhambra public libraries. Her most recent position was Regional Manager for the Orange County Public Library system, overseeing the 12 South County branches. She lives in Placentia, California with her husband , John – a Computer Administrator for IBM - and two Ragdoll cats. She is an avid college football fan and also enjoys knitting, cooking, reading, and shopping. Mr. Kuperberg

asked if the Alhambra Public Library was the same size as the Huntington Beach Library. Ms. Beverage replied that the Alhambra Public Library is a bit smaller, as the Alhambra city population was approximately 100,000 whereas the population of Huntington Beach is over 200,000.

Chair Cox mentioned that it had been a long process of searching for a new Director, and she and the other Board members expressed their pleasure in receiving a new Director. Mr. Moore added that Mr. Hayden had attempted to retire during 2007, but was asked to delay his retirement by the former City Administrator.

Ms. Beverage explained that she has been receiving daily training, getting up to speed on the City and the Library and has been absorbing a great deal of information. As an example of her new challenges, she mentioned a current plumbing issue involving the Oak View branch and the Ocean View School District resulting in the water being shut off and the toilets being removed. She is working with the Public Works Director and hopes to see this issue resolved quickly.

Chair Cox asked if the Board members has any further questions for the new Director. None did. Ms. Beverage concluded by explaining she is interested in any thoughts the Board has concerning the future of the Library over the next three to five years and considers the Board of Trustees an essential resource. Mr. Moore pointed out that Mr. Kuperberg is the Board member currently in his second term. He had served for two terms with a two year break. Chair Cox asked if there were any other questions and there being none, the meeting moved to the next topic.

F-2. HB Centennial – Library Board Committee

Chair Cox noted that two of the three subcommittee members were not in attendance. Ms. Blassingame offered to present a brief overview of the library's Centennial plans, reading from the last Centennial committee meeting agenda. She reported that plans include a themed display, which will change every three or four months, depicting building and architecture, the evolution of information and technology as it relates to libraries, and children's literature and history. The Library's Centennial committee has also created a set of bookmarks with photos of the various library buildings and factoids, coordinated the book bag sales with the Friends of the Library, and are planning an open house in mid-June to celebrate the library system's one hundred year mark.

During her explanation City Council Liaison to the Library Board of Trustees Joe Carchio stopped in on his way to another meeting in the building. He welcomed the new Director, expressed his thanks and appreciation to the members of the Board and offered regrets from Gil Coerper, the other City Council Liaison to the Library Board of Trustees, who also had another meeting this evening. The members of the Board thanked him for taking the time to stop in, and he left the meeting.

F-3. OverDrive downloadable audiobooks - Stephanie Beverage

Ms. Beverage distributed a brief informational sheet on the OverDrive program which will provide library patrons the opportunity to download audio books to their MP3 players through the library website from their homes. She explained that each book features a two-week checkout period written into the download code, allowing the book to self-delete at the end of the borrowing period. Mr. Kuperberg asked if this cost the patrons anything and Ms. Beverage replied that it is just like checking out a book; if the patron has a library card, they can check out

any title available from the download catalog. She further explained that the Library pays for the program and the initial collection, as well as an annual fee to maintain the program and allow librarians to add to the collection as they would the collection in the library.

Ms. Beverage reported that Cam Ha, Senior Librarian in Acquisitions, is working with OverDrive to arrange for a celebratory roll-out of the program. OverDrive will be on-site at the Central Library with the DownloadMobile, an RV of sorts equipped with computers and technicians who will teach patrons how to use this new technology. The library is targeting Tuesday, February 24th as the official roll-out date.

Mr. Moore asked if patrons will have an opportunity to make collection requests or suggestions, and Ms. Beverage confirmed that patrons will have the opportunity just as they do for the physical collection. He asked if the selections are indexed by reader, and Ms. Beverage explained that the collection is indexed to be user-friendly. She added that there will be a learning curve, but staff has been trained to assist with patron needs. Chair Cox asked if OverDrive provided a Tech Assistance Hotline on the link page, and Ms. Beverage confirmed that there is a contact number. She also explained that the library is exploring the option of including a download station in the Central library building to provide on-hands assistance to patrons. Ms. Beverage then outlined the plan to market this new feature to the public through local papers, and within the library.

Chair Cox asked about the cost of this program versus purchasing actual audio books on CD. Ms. Beverage explained that audio books available on CD start at around \$50 and can be as much as \$125, containing several disks to be downloaded on a computer before being transferred to an MP3 player. Ms. Blassingame added that audio books available through iTunes cost between \$15 and \$25 per book, download right away and take up much less digital space. Ms. Beverage explained that the OverDrive program has an annual fee of \$20,000, and the initial collection will contain approximately 175 books, available on the day the program rolls out. She added that some books are permanent and others will be available for less time, and that the first contract is for three years of service.

Mr. Moore asked if technology upgrades are a part of the OverDrive contract, included in the annual fee, and she confirmed that upgrades are included. Mr. Kuperberg asked about the availability of usage reports, and Ms. Beverage replied that the program will provide reports that include user sign-ups and circulation amounts. Chair Cox asked if there were any other questions and there being none, the meeting moved to the next topic.

F-4. Surf City Pipeline – City Information Portal

Ms. Beverage reported on an upcoming addition to the City website which will allow citizens to search for information about the City and also to ask questions, report problems and provide suggestions to the City departments. She distributed a printout of the main page and explained that the program, created by Government Outreach, is called Surf City Pipeline and will be available on the City's website within the next couple of months. Mr. Moore asked if there will be a link on the Surf City Pipeline to the Board and Commissions page. Ms. Blassingame explained that she is a member of this committee and will ensure that a link is included. Chair Cox asked if there were any other questions and there being none, the meeting moved to the next topic.

F-5. Library Website Redesign

Ms. Beverage reported that the library's website is currently being redesigned to be consistent with the City's website. She distributed a printout of the proposed main page and pointed out the many changes to the site and explained the various aspects, including the possible use of the City's GIS mapping program to assist visitors in finding the branch locations. Ms. Blessingame added that she is also on this committee and will include information on the Library Board of Trustees in the redesigned website. Chair Cox asked if there were any other questions and there being none, the meeting moved to the next topic.

F-6. City Clerk's Office – Public Records Search

Ms. Beverage explained that the City's public records are now available to search online, and that records include City Council minutes and agendas as well as the minutes and agendas of the various Boards and Commissions within the City's government. She suggested each member visit the City's website and try out this new feature.

INFORMATION ITEMS:

Chair Cox asked about information regarding library cards presented to volunteers and what privileges came with those cards. Ms. Blessingame replied that she would provide that information to Chair Cox following the meeting.

Ms. Blessingame distributed the January/February Children's programs calendar and information about the Children's Library programs and Oak View library programs.

COMMITTEE REPORTS:

Library Support Organizations:

Ms. Blessingame distributed a flyer for the upcoming Friends of the Library Author's Valentine Tea scheduled for February 11th, 2009, featuring three romance authors: Jeri Westerson, Kate Carlisle and Maureen Child.

CALTAC:

Mr. Moore reminded the Board members of the next CALTAC Workshop scheduled for March 14th at the Torrance Public Library. Ms. Beverage extended an invitation to all interested Board members to attend and the City will cover the \$18 registration fee. Ms. Blessingame will follow up with the Board members.

LIBRARY BOARD COMMENTS:

Mr. Moore distributed revised HB Reads One Book posters advertising the upcoming March 5 Author event. He also gave promotional materials to Ms. Blessingame for distribution to patrons advertising a fundraiser at the Bella Terra Barnes & Noble bookstore from January 22nd through January 27th.

Mr. Moore asked that the Banning project be included on the next meeting agenda and requested a status report at that time from Ms. Beverage. Ms. Beverage agreed to review the Banning information and take a branch tour, and hopes to be able to discuss the future of the Banning and Helen Murphy locations at upcoming Board of Trustee meetings.

STAFF COMMENTS: None.

ADJOURNMENT: Chair Cox entertained a motion to adjourn the meeting. Mr. Moore made a motion to adjourn the meeting and Mr. Lewis seconded the motion. There being no more business, the meeting was adjourned.

Respectfully submitted by,

Dionne Cox, Chair