

**MINUTES
LIBRARY BOARD OF TRUSTEES**

November 20, 2007
5:00 P.M.
Central Library
7111 Talbert Avenue
Huntington Beach, CA 92648

ROLL CALL:

MEMBERS PRESENT: Mr. Budwig, Mr. Kuperberg, Mr. Lewis, Mr. Miles and Mr. Moore

MEMBERS ABSENT: Ms. Cox

STAFF PRESENT: Ms. Williams and Ms. Miltko

COUNCIL LIAISONS PRESENT: None

PRESENTATIONS/COMMENDATIONS: None

MINUTES: October 16, 2007

CHAIR BUDWIG ENTERTAINED A MOTION TO ACCEPT THE MINUTES AS SUBMITTED: SO MOVED BY MR. KUPERBERG AND SO SECONDED BY MR. MILES, THE MINUTES OF OCTOBER 16, 2007 WERE APPROVED AS PRESENTED.

ORAL COMMUNICATIONS/PUBLIC COMMENTS: None

ADMINISTRATIVE ITEMS: None

DISCUSSION ITEMS:

F-1. Election of 2008 Officers

Chair Budwig began the election for Library Board Chairperson and Vice Chairperson. Mr. Kuperberg nominated Ms. Dionne Cox and Mr. Lewis seconded the motion; all approved. Ms. Dionne Cox will serve as the new Library Board Chairperson. Chair Budwig moved onto selecting Vice Chairperson. Mr. Moore nominated Mr. Ben Miles. Mr. Miles accepted; Mr. Budwig stated that by accepting this acts as a second to the nomination/motion. All present approved. Mr. Ben Miles will serve as the new Library Board Vice Chairperson.

Chair Budwig resigned to let Mr. Miles lead the meeting as Vice Chairperson.

F-2. Open Seat of Library Board of Trustees

Ms. Miltko reported that the City has received two applications, and one is from Betty C. The library anticipates receiving one more in December. The Friends of the Library and Friends of

the Children's Library received a letter inviting their members to apply for the open seat on the Library Board of Trustees. All applications will be submitted to the Council liaisons in January 2008.

F-3. Banning Library Capital Campaign – Nanci Williams

Ms. Williams informed Board that the City Administrator has accepted another position and her last day is January 2, 2008. She requested input regarding keeping the Banning presentation on the January City Council Agenda. Mr. Kuperberg and Mr. Moore stated that the Board should continue moving forward with the project; all members agreed to keep the Banning presentation on the Council Agenda. Ms. Williams informed the Board that a member presenting to the Council will have influence and show support of the project; therefore, the Board agreed to lead the presentation at the January Study Session with City Council. All Board Members agreed and Mr. Miles will lead the presentation if Ms. Cox, newly appointed Chair, agrees. This will be discussed between Mr. Miles and Ms. Cox; they will report back at the December Board meeting.

The Board will meet on December 18, 2007 to hold a Mock Study Session and make necessary revisions to the presentation. During the January 15, 2008 Board meeting the presentation will be revisited to prepare for the January Study Session with City Council.

Ms. Williams reported on the success she had when presenting the Banning project to the Community Services Commission. The Commission was supportive and provided positive feedback. A few of their questions to her included:

- What percentage of the park does the current branch use vs. the new branch?
- How far is the branch from the Central Library?
- Is there any other new development project going on in the Southeast community?
- Are there funds currently allocated for the project or will the community have to pay for it?
- Are the use of circles in the renderings the most efficient use of space?

Ms. Williams again presented the Banning project Power Point (copy of text attached). Additional topics discussed throughout the presentation are as follows:

- Ms. Williams discussed the necessity to increase the budget to support additional staff.
- Mr. Lewis asked what positions will be needed to sustain the library. Ms. Williams reported that the initial staff needed includes a Library Specialist, Library Clerk and a few Pages. She hopes to have a Librarian oversee the branch. Mr. Kuperberg suggested using volunteers as well and Ms. Williams agreed.
- Ms. Williams added to the presentation: the new community room will accommodate up to 75 people, parking will not impact school parking capacity, but school traffic issues still remain to be resolved during drop off and pick up of school children.
- Mr. Kuperberg pointed out that the new parking will be in the location of the existing branch.
- Ms. Williams will provide the Board with information related to making the Banning Branch more environmentally friendly using a green design.
- Mr. Kuperberg asked about technologies built into the new branch. Ms. Williams responded that the new branch library will house advanced and interactive technologies.

- Ms. Williams stated the Banning/Southeast Community will be involved in the future conceptual design elements. Ms. Williams informed the Board that surveys, questionnaires and community meetings will be some of the methods used to get the community's feedback. Mr. Moore mentioned that this information is important and suggested it be woven into the introduction of the power point presentation when given to City Council; Ms. Williams agreed.
- Mr. Kuperberg asked about the funding role the Southeast Neighborhood Association will play in this project. Ms. Williams responded that the Association's role is to assist in finding possible donors/champions in the community; the Association will not be responsible for funding.
- Ms. Williams added that during the presentation to City Council an emphasis will be made that the next step is to acquire an architect to begin designing building plans.
- Mr. Kuperberg suggested approaching Edison, Hyatt, Rainbow and other large local companies to contribute to a capital campaign. Mr. Moore added that naming opportunities will be available and a program should be created.

ADDITIONAL INFORMATION ITEMS:

G-1. Mayor and Board Round Table meetings

Ms. Miltko reported that the upcoming Mayor, Debbie Cook, will be holding bi-monthly meetings with Board Chairs or Vice Chairs beginning January 9, 2008. Mayor Cook will distribute meeting dates and times information at a later date.

Additional Information Items

Ms. Miltko distributed information sheets on the Oak View and Children's programs. Ms. Williams reported that the Nutcracker performance offered at the Library Theatre is already sold out.

Ms. Miltko reported that the library will be hosting a workshop for the Evelyn Brust Foundation on Saturday, February 2, 2008. The foundation will be offering free financial education workshops and will provide the library with a \$2,000 grant for its participation, as well as investment booklets and a 13-part public television series, "Money Tracks". Ms. Miltko reported that the Board may be asked to select a member to attend the workshop as a representative of the library and introduce the foundation.

Mr. Kuperberg and Mr. Budwig informed Ms. Miltko that the Genealogical Society's monthly meeting is scheduled for February 2 a that there is a possibility of logistical problems. Ms. Miltko will speak with Facilities and report back to Mr. Budwig.

COMMITTEE REPORTS:

H-1. Library Support Organizations:

1. Ms. Miltko announced the Friends will be having their annual Wassail Party event for Friends members on Friday, December 7.
2. Chair Budwig distributed information sheet for upcoming OCCGS events for January, February and March 2008.

H-2. CALTAC: Mr. Moore reported that he was elected to be the upcoming Vice President of CALTAC.

LIBRARY BOARD COMMENTS:

Mr. Moore reported that he received the Honorary Service Award from the California School Library Association for which he has served for 35 years. Mr. Moore also reported that library budgets are in jeopardy. He stated that the trend has been to save money by cutting staff, and he emphasized legislatures need to prioritize.

The Board commended Ms. Williams for her hard work preparing a highly informative presentation.

Mr. Moore again mentioned that Chair Cox and Vice Chair Miles will meet to discuss and select the person to lead the Banning presentation at the January City Council meeting. They will report back at the December 18 meeting.

STAFF COMMENTS: None

ADJOURNMENT: Mr. Lewis entertained a motion to adjourn the meeting. Mr. Kuperberg 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,

Ben Miles, Vice Chair