

**MINUTES  
LIBRARY BOARD OF TRUSTEES**

April 15, 2008  
5:00 P.M.  
Central Library  
7111 Talbert Avenue  
Huntington Beach, CA 92648

**ROLL CALL:**

**MEMBERS PRESENT:** Cox, Kuperberg, Hall and Lewis

**MEMBERS ABSENT:** Miles, Budwig and Moore

**STAFF PRESENT:** Wilson, Blassingame

**COUNCIL LIAISONS PRESENT:** None

**PRESENTATIONS/COMMENDATIONS:**

**MINUTES:** February 19, 2008

CHAIR COX ENTERTAINED A MOTION TO ACCEPT THE MINUTES AS SUBMITTED: SO MOVED BY MR. LEWIS AND SO SECONDED BY MR. KUPERBERG, THE MINUTES OF FEBRUARY 19, 2008 WERE APPROVED AS PRESENTED.

**ORAL COMMUNICATIONS/PUBLIC COMMENTS:** None.

**ADMINISTRATIVE ITEMS:** None.

**DISCUSSION ITEMS:**

**F-1. City-Library Centennial Celebration**

Ms. Wilson reported that there is a Centennial Committee that meets at the Library. Chair Cox reported that the Huntington Beach Centennial was the main topic of discussion at the Mayor's Roundtable on April 9 and offered to provide information. She reported that the Centennial Committee has committed to including a float in the Rose Parade on January 1st, 2009. Chair Cox also reported that the Centennial Committee meets every 1st and 3rd Wednesday at 4:00 pm in the Huntington Beach Central Library. She reported that some of the events planned for the Centennial include a Fundraiser Ball at the Hyatt, a Beach Party, and a Fourth of July extravaganza spanning three days. Chair Cox also distributed a draft calendar of monthly themes, like Community, History and Education, the Centennial Committee will use throughout the year. She added that a Time Capsule scheduled for burial on February 17, 2009, is also being planned.

Mr. Kuperberg suggested a historical photo display of the library buildings over the past 100 years here at the Central Library. Chair Cox asked for volunteers from the Board of Trustees to form a Centennial Committee for the Library. Mr. Moore, Vice Chair Miles and Mr. Budwig were nominated.

Chair Cox asked if there were any more questions or comments. There being none, she moved on to the next order of business.

**F-2. Central Library Refurbishment – Mary Wilson**

Ms. Wilson reported on the status of the Central Library refurbishment, explaining that the ceiling tiles in the Talbert Room and the restrooms have been replaced. She reported the next project is to replace all the carpet and she showed samples of the carpet to be replaced in the Main Lobby, the Reference area and the Administration area, noting that the carpet is in tile form rather than rolled. She also explained that she hopes to begin replacing carpet the Children's area in May before the Summer Reading program begins, and then move across the lobby and reference areas replacing carpet, ending up in administration. Ms. Wilson further explained that the carpet will be installed after-hours and the company installing the carpet would provide a calendar outlining the schedule. She added that staff will move the books and shelving according to the schedule provided.

Ms. Wilson also mentioned she will be replacing the drapes in the Director's Conference Room with vertical blinds, a faux wood in a cream color, on both windows.

Mr. Kuperberg asked about the remaining portions of the library and the budget for the refurbishment project. Mr. Wilson replied that an amount is included in the budget. She added that this year's budget includes the carpet on the main level as well as the signage above the various divisions and the hanging signs. Ms. Wilson explained that the signage above the divisions, such as Administration and the Computer Center, are being installed in approximately two weeks and are made of a pounded copper with a raised outline. She added that the hanging signs, like the one above the reference desk, will be updated for clarity; for example, Reference will be changed to Information, Reception will be changed to Library Cards and Periodicals will be changed to Magazines.

Ms. Wilson explained that she submitted a three-year budget plan to the Finance Department requesting refurbishment funds of \$250K in the 2008/2009 budget to replace the carpet in the Friends Gift Shop, the Media division and Periodicals, and \$250K in the 2009/2010 budget to replace the carpet in the Book Stacks and Technical Services, as well as various other incidentals. She added that a new Reference Desk is on order to be placed facing the stacks, centered between the aisles, and lounge furniture will be added at a later date to update the new books area into a reading area in the space where the current Reference Desk resides.

Mr. Kuperberg asked if Ms. Wilson was currently under budget and she replied that she is right on schedule and has not overspent the current funds.

Mr. Hall asked how she determines what comes next in the refurbishment planning. Ms. Wilson provided a brief overview of the process of hiring Tetra Design for a design plan, and the careful implementation of that plan using a modified budget. She explained that the completed refurbishment phases included the interior and exterior painting of the library, the replacement of the ceiling tiles in the public areas and some furniture and shelving replacement in the Reference area and the Children's Wing as well as lighting in the Friends Used Book Sale area. She added that the Friends purchased new shelving for the Used Book Sale area and they paid for the cost of refurbishing the C, D and E meeting rooms and hallway areas. Chair Cox asked where the Library Theater refurbishment fit into the plan, and Ms. Wilson replied that the theater would most likely be included in the third year of the plan due to number of items that require replacement, such as the seats, the carpet and the wall coverings.

Chair Cox asked if there were any more questions or comments. There being none, she thanked Ms. Wilson for her report.

### **F-3. Mayor's Round Table – Dionne Cox**

Chair Cox began the discussion by sharing on her attendance at the meeting, adding that Mr. Moore also attended the Mayor's Round Table. She noted that the meeting was not as well attended as the previous meeting, but that the following groups were represented: Public Works, Children's Needs Task Force, Council on Aging, Mobile Home Commission, Youth Board, HB Reads, Fourth of July Committee and the Finance Department. Chair Cox noted that topics discussed included upcoming events at Bella Terra, the addition of a flashing light at the crosswalk on Bushard nears Sowers School and the information regarding the purchase of the land at Brookhurst and Hamilton by the Aryes Family from the Ralph's Company. Chair Cox reported to the Round Table group that the Library Board of Trustees were looking into the possibility of refurbishing the Banning Branch. She added that following the Round Table meeting, Tim Geddes, a member of the Board of the Southeast Huntington Beach Neighborhood Association was very excited that the idea was being considered and he offered his assistance in any capacity that was required, and provided Chair Cox with his business card.

Chair Cox asked if there were any more questions or comments. There being none, she moved on to the next order of business.

### **F-4. Library Director Recruitment Profile**

Chair Cox began the discussion by asking the members of the Board how they might like to approach this subject. Ms. Blessingame read an email Mr. Hayden sent to the Interim City Administrator and the Human Resources Director, introducing the idea that the Library Board of Trustees would be providing them with a list of considerations when selecting a new Library Director. Mr. Kuperberg suggested adding this item to the May agenda, to allow the entire Board a sufficient amount of time to brainstorm a list of qualities they would like to present to the City Administrator and the Human Resources department in memo form. Chair Cox agreed and asked Ms. Blessingame to include the item of Library Director Recruitment Profile to the May agenda.

Chair Cox asked if there were any more questions or comments. There being none, she moved on to the next order of business.

## **INFORMATION ITEMS:**

### **G-1. Library Budget status**

Ms. Wilson reported that the Library Department's preliminary budget was turned in to the Finance Department on Friday, April 11. The library will receive additional direction once the Finance Department has reviewed the preliminary budget. A meeting is scheduled in May for final review of the submitted budget. She added that the library received a 3% Cost of Living increase. There was a discussion that followed regarding the State's recent budget cuts and how it has not yet affected the City of Huntington Beach. Mr. Hall asked if the budget included money for exploratory research regarding the Banning project. Ms. Wilson replied that the money was not requested specifically, and that the money used for the Tetra Design group in providing the initial Banning information was pulled from the reimbursement portion of the budget.

### **Additional Information Items:**

Ms. Blessingame distributed the April/May Children's programs calendar and information about the Children's Library programs, Oak View library programs and Central Library Literacy program.

**COMMITTEE REPORTS:**

**Library Support Organizations:** Ms. Blassingame distributed a flyer for a Friends of the Library event featuring Stan Chambers and Chip Jacobs, scheduled for Friday, April 25, 2008 at 7:00 pm in the Library Theater.

**CALTAC:** Mr. Hall reminded the Board members that CALTAC will be at the ALA in Anaheim on June 26.

**LIBRARY BOARD COMMENTS:** Mr. Lewis commented on attending the last Friends of the Library author event featuring Mr. Stephen J. Cannell. He reported that the author was very entertaining and well-spoken, and an interesting factoid about Mr. Cannell is that he became so successful as an actor and a writer despite having dyslexia.

Chair Cox, in response to a letter she received from the Huntington Beach Conference and Visitors Bureau offering to present information regarding their group, asked Ms. Blassingame to arrange for the Visitors Bureau to make their presentation at the June meeting. She also asked Ms. Blassingame speak with Rose Saylin about obtaining a copy of the Literacy video to share with the Library Board at either the May or June Board meeting.

**STAFF COMMENTS:** None.

**ADJOURNMENT:** Chair Cox 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,

Dionne Cox, Chair