

**MINUTES  
LIBRARY BOARD OF TRUSTEES**

November 16, 2010  
5:00 P.M.  
Central Library  
7111 Talbert Avenue  
Huntington Beach, CA 92648

**ROLL CALL:**

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

**MEMBERS ABSENT:** Kuperberg

**STAFF PRESENT:** Beverage, Blassingame

**COUNCIL LIAISONS PRESENT:** None

**PRESENTATIONS/COMMENDATIONS:**

Ms. Beverage reported that the Melville Dewey Employee Recognition Award for October went to Donna Howe. In addition to her positive attitude and friendly disposition, Donna was recognized for her hard work in shifting and rearranging the Visual Literature and Young Adult sections, while keeping them neat and orderly.

**MINUTES: October 19, 2010**

CHAIR LEWIS ENTERTAINED A MOTION TO ACCEPT THE MINUTES AS SUBMITTED: SO MOVED BY MR. MILES AND SO SECONDED BY MS. CROTEAU. AS NONE WERE OPPOSED, THE MINUTES OF OCTOBER 19, 2010 WERE ACCEPTED AS SUBMITTED.

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

**ADMINISTRATIVE ITEMS:**

Ms. Blassingame asked that the October meeting minutes, as approved by the Board, be signed by the appropriate officer.

**DISCUSSION ITEMS:**

**F-1. Library Policy Development**

Ms. Beverage confirmed that Board members had received and reviewed the library policy titled **Internet Safety**, and requested that the Board members suggest revisions or approve the policy as written.

Ms. Beverage explained that in order to qualify for a substantial e-rate program discount that would support the infrastructure of the library's internet and wireless access, an Internet Safety policy is a requirement. Chair Lewis asked if the library had a Technical Services Coordinator as outlined in the policy and Ms. Beverage named Cam Ha.

CHAIR LEWIS ENTERTAINED A MOTION TO APPROVE THE LIBRARY'S NEW **INTERNET SAFETY POLICY**: SO MOVED BY MR. BUDWIG AND SO SECONDED BY MR. MILES. AS NONE WERE OPPOSED, THE BOARD ADOPTED AND ACCEPTED THE LIBRARY'S **INTERNET SAFETY POLICY**.

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

**F-2. Library Signage and Genealogy**

Ms. Beverage provided the cost of adding directional signage as requested by the Orange County, California Genealogical Society and approved by the Library Board of Trustees as being no more than \$20.00. The Board members agreed that this was a reasonable cost. Ms. Beverage will place the order for the signage with the City sign shop and will have the signs up in the library by the January 8, 2011 Genealogy meeting. Mr. Budwig thanked the Library Board of Trustees and the Library Director on behalf of the Orange County, California Genealogical Society.

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

**F-3. Holiday Closure**

Ms. Beverage reported that the City Council will vote on a City-wide Holiday Closure, to take place beginning Monday, December 27 through Thursday, December 30, 2010. She explained that modified library hours were presented to the City Administrator, keeping the Central Library open between 1:00 pm and 6:00 pm during the Holiday Closure week and closing the branch locations. She added that the library will be primarily staffed with part time employees during the Closure week, providing minimal public service while completing basic building operations at all locations.

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

**INFORMATION ITEMS:**

Ms. Blassingame distributed a literacy program update from Oak View.

**COMMITTEE REPORTS:**

**Library Support Organizations:**

Ms. Blassingame distributed the annual Friends of the Library Wassail party invitation to each Library Board member.

Ms. Beverage reported that the Friends of the Children's Library "Books For Kids" fundraising event is going well and total donations had reached \$18,000 to date.

Mr. Budwig distributed agendas for the Orange County, California Genealogical Society January and February meetings.

**CALTAC:**

None.

**LIBRARY BOARD COMMENTS:** Mr. Miles mentioned reading an article in the L.A. Times regarding the future of libraries. Ms. Beverage responded that she attended the Califa Board meeting on Monday, November 15, and Califa is working on a number of projects addressing the future direction of libraries. She added that libraries continue to provide materials and resources connecting people to what they seek, and libraries are focusing on the development of trans-literacy (digital, social, financial) by training staff to better assist library users in the access of the digital world through ebooks, audiobooks, database access, and Internet navigation.

Mr. Budwig asked about the role of branches. Ms. Beverage replied that she see branches as an extension of the Central library, making the resources available to library users in the community, and that each branch reflects its community as well as the culture of the library's mission. Ms. Croteau commented that smaller branches, like the Murphy branch, provide a more personal, intimate environment for introducing young children to the library.

**STAFF COMMENTS:** Ms. Blassingame asked if the Library Board would be meeting during the month of December. The Library Board members discussed the upcoming dates in December and in January.

CHAIR LEWIS ENTERTAINED A MOTION TO CANCEL THE DECEMBER 21, 2010 MEETING: SO MOVED BY MR. BUDWIG AND SO SECONDED BY MS. CROTEAU. AS NONE WERE OPPOSED, THE BOARD AGREED TO CANCEL THE DECEMBER 21, 2010 MEETING.

The next meeting of the Library Board of Trustees will be held on Wednesday, January 19, 2011, due to the Martin Luther King Jr. holiday on Monday, January 17, 2011 and the City Council meeting on Tuesday, January 18, 2011.

**ADJOURNMENT:** Chair Lewis entertained a motion to adjourn the meeting. Mr. Budwig 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