

**MINUTES  
LIBRARY BOARD OF TRUSTEES**

September 17, 2013  
5:00 P.M.  
Central Library  
7111 Talbert Avenue  
Huntington Beach, CA 92648

**ROLL CALL:**

**MEMBERS PRESENT:** Croteau, Vogel, Cox, Daugherty, Lewis, Miles and Moore

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Beverage, Blassingame

**COUNCIL LIAISONS PRESENT:** None

**PRESENTATIONS/COMMENDATIONS:**

Ms. Beverage announced that Laura Bechtol was selected to receive the Melville Dewey Staff Recognition Award for the month of August. Laura was nominated for enthusiastically participating in the RFID tagging project and taking a big role in helping with preshelving.

**MINUTES: AUGUST 20, 2013**

CHAIR VOGEL ENTERTAINED A MOTION TO ACCEPT THE AUGUST 20, 2013 MEETING MINUTES AS SUBMITTED. SO MOVED BY MS. COX, AND SO SECONDED BY MR. LEWIS. AS NONE WERE OPPOSED, THE MINUTES OF AUGUST 20, 2013 WERE ACCEPTED AS SUBMITTED.

**ORAL COMMUNICATIONS/PUBLIC COMMENTS:**

None.

**ADMINISTRATIVE ITEMS:**

Ms. Blassingame presented the August 20 meeting minutes to Chair Vogel for her signature.

**DISCUSSION ITEMS:**

**F-1. Library System Projects.**

Ms. Beverage provided updates on the following projects:

1) Tile Replacement – Ms. Beverage reported that the tile near the literacy entrance was near completion. She explained that the tile in the Main Entrance was being removed to prepare for the installation of the RFID security panels, and she also outlined the next steps in the project, including

mapping out the panel locations, making a trench for the power and data lines to the panels, installing the power and data lines, installing new tile, and finally installing the actual security panels. Ms. Beverage stated that the completion date for the installation is targeted for Monday, September 30, 2013.

2) Main Street renovation – Ms. Beverage reported that the furniture for Main Street was ordered and may arrive at the Main Street branch in mid-October. She reported that she met with the Friends of the Children’s Library and requested funds to purchase additional furniture for the newly renovated space, noting that the FOTCL require a two meeting waiting period before providing a decision for any funding request per their by-laws.

3) RFID – Ms. Beverage reported that 21,000 items were tagged within the collection, and that management targeted the highest circulating items first.

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

**F-2. Library Collection Platforms – SkyRiver and collectionHQ.**

Ms. Beverage reported that the library purchased SkyRiver, a bibliographic utility for cataloging with features similar to the OCLC platform at half the cost, and she explained that since Brodart is doing a majority of the cataloging there is no need for all of the OCLC features.

Ms. Beverage also reported on the addition of collectionHQ, a collection management tool. She explained that these two platforms work together and should help the staff work more efficiently, and assist with the materials budget. She added that both programs will go into effect on October 1, 2013.

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

**F-3. City Budget FY 2013-2014.**

Ms. Beverage reported that City Council approved and accepted the Proposed City Budget for Fiscal Year 2013-2014. She explained that some of the Capital Improvement Projects for the library included ADA restrooms at Main Street branch and a materials handling solution. She added that the budget was not increased or decreased.

Mr. Moore asked when the next Strategic Planning meeting would take place. Ms. Beverage reported that the next City Strategic Planning meeting would be held in late January 2014. She explained that the Library Strategic Reality Check would be completed by August 2014.

Mr. Miles asked about reopening the library on Sundays. Ms. Beverage reported that a citizen asked about this at a City Council meeting and Councilmember Joe Shaw is supportive of the idea. She added that an addition of \$100,000 in the library budget was required to reopen the library on Sundays and that the impact to current room rental clients, and the revenue generated from those clients, would need to be taken into consideration as well. Mr. Miles asked if Ms. Beverage, as the Director, would like to see the library opened on Sundays again. Ms. Beverage cited potential obstacles, required resources and determining the desires and needs of the residents of Huntington Beach.

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

**F-4. Summer Reading Program Summary.**

Ms. Beverage explained that a survey was created to learn if patrons were receptive to the new online Summer Reading Program, and to allow patrons to make comments and suggestions for future reading programs. She distributed the survey results and reviewed them with the Library Board.

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

**INFORMATION ITEMS:**

Ms. Blassingame distributed the Oak View branch library and literacy update and the Children's calendar for September and October.

**COMMITTEE REPORTS:**

**HB Reads**

There was nothing new to report.

**Friends of the Library**

Ms. Blassingame distributed an information flyer about the Friends Authors Luncheon scheduled for Friday, October 18.

**Friends of the Children's Library**

Ms. Beverage reported that the FOTCL donated \$53,000 to the library for children's books and materials. She added that the money came from the Taste of Huntington Beach and the Books 4 Kids fundraisers.

**Orange County, California Genealogy Society**

Ms. Blassingame distributed the OCCGS calendar for October and November, and explained that the group is dark in December.

Mr. Moore reported that OCLC is hosting a Genealogy event on Friday, October 25 showcasing the OCCGS collection.

**CPLA (California Public Library Advocates)**

Ms. Blassingame distributed the 2013 ALA Presidential Initiative brochure promoting Literacy, Innovation and Community Engagement. Ms. Beverage reminded the Library Board of the Declaration for the Right to Libraries distributed to them the month before and outlined various signing event models designed to assert and advocate the importance of libraries. Mr. Moore added that there are 10,000 schools in California and 900 school librarians.

**LIBRARY BOARD COMMENTS:**

Mr. Moore would like one or both of the City Council members who are assigned as library liaisons to attend a library board meeting. Ms. Beverage stated that the Council liaisons are invited every month.

**STAFF COMMENTS:**

Ms. Blassingame asked about holding the October Library Board meeting at the Main Street branch. It was discussed and decided to hold the Library Board meeting at the Main Street branch in November instead.

**ADJOURNMENT:**

Chair Vogel entertained a motion to adjourn the meeting. Mr. Moore moved to adjourn the meeting and Ms. Croteau seconded the motion. There being no more business, the meeting was adjourned.

Respectfully submitted by,

Faith Vogel  
Chair