

**MINUTES
LIBRARY BOARD OF TRUSTEES**

May 17, 2016
5:00 P.M.
Central Library
7111 Talbert Avenue
Huntington Beach, CA 92648

ROLL CALL:

MEMBERS PRESENT: Croteau, Cox, Daugherty, Miles and Moore

MEMBERS ABSENT: Lewis and Vogel

STAFF PRESENT: Beverage and Roesner

COUNCIL LIAISONS PRESENT: None

PRESENTATIONS/COMMENDATIONS:

Ms. Beverage informed the board that the May Dewey Melville winner is Briana Nickol for her work helping with the clean-up of the Volunteer Luncheon. Ms. Beverage also stated that Jose Aranda received the Mayor's Award at the May 16th City Council Meeting.

MINUTES: April 19, 2016

VICE CHAIR MILES ENTERTAINED A MOTION TO ACCEPT THE APRIL 19, 2016 MINUTES AS SUBMITTED: SO MOVED BY MS. COX, AND SO SECONDED BY MS. CROTEAU. AS NONE WERE OPPOSED, THE MINUTES OF APRIL 19, 2016 WERE ACCEPTED AS SUBMITTED.

ORAL COMMUNICATIONS/PUBLIC COMMENTS:

There was nothing new to report at the time of this meeting.

ADMINISTRATIVE ITEMS:

None at this time.

DISCUSSION ITEMS:

F-1. Library Collections Account Procedures: Ms. Beverage informed the board of the current requirements and procedures for patron accounts to be sent to collections. At this time, an account is sent to collections when materials are overdue by 120 days and a fine of \$25.00 has accumulated. Once an account is sent to collections, it is no longer owned or held by the City and belongs to the collections agency. This has made collecting fines and getting materials back a bit cumbersome and at time frustrating for patrons and staff alike. Ms. Beverage would like to increase both the length of time the debt stays with the library and the amount, providing staff with an opportunity to work with the patron on returning the materials. Ms. Beverage would like to raise the rate to \$50.00 and length of time to 180 days.

Vice Chair Miles asked if the new guidelines are in line with other library systems. Ms. Beverage stated this new policy is similar to other libraries. She also stated most libraries pass the debt to companies that only work with libraries and understand that the main goal is the return of materials, not collecting funds. For Huntington Beach, the library debt is handled with all other city accounts with no special consideration of the libraries objectives.

Mr. Moore moved to accept the changes to the collections policy as discussed. Ms. Daugherty seconded the motion. As none were opposed, the motion passed.

F-2. Library Vision 2020 Final Review: Ms. Beverage presented the updated library vision 2020. She made changes to focus more on the system as a whole. Mr. Moore asked about the reference to a Maker Space and if the vision was for the physical space or the materials for the space. Ms. Beverage stated she kept the vision vague to adapt to the patrons needs and interests.

Ms. Daugherty moved to accept the Library Vision 2020 as written. Ms. Croteau seconded the motion. As none were opposed, the motion passed.

F-3. Building Projects Update: Ms. Beverage provided an update on the building projects. The shelving has been removed from the children's area and the carpet has been pulled up. The walls have been painted a light yellow/green called Olive Oil, which is very similar to the color it was painted when it was first built. Healthy Buildings surveyed the building and found Asbestos in the few remaining tile pieces, which were carpeted over and lead in the book shelves. A remediation company has been contacted and will complete the work on June 6th and 7th. Once that is complete the new carpet will be laid and shelving installed. We will be using the reference shelving from Central Library that was removed to make room for the media collection. Ms. Beverage is creating a catalog of the furniture she would like to purchase for the space. A quote for acoustic baffling was obtained. Ms. Beverage will talk with the FOTL about supporting this project. Mr. Moore asked about the historic photos that used to be displayed on the wall. Ms. Beverage stated an option she would like to consider is printing the photos onto the acoustic baffling material.

Ms. Beverage stated the new tile on the stairwell at Central Library has been completed. The construction of a partial wall between the Administration area and public library space has started, as well as the construction of boxes to cover electrical outlets at the entrance of the library. Once Main Street is completed new carpet will be installed in the lower level stacks, genealogy area, and teen area (third level stacks).

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

F-4. Budget update: Ms. Beverage informed the board that she meet with City personnel to discuss the budget submitted. The City projects a no-growth budget for the year. No changes were requested and staff was supportive of the items submitted, including the directional signage and initial fabrication.

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

INFORMATION ITEMS:

Ms. Roesner provided the board with a copy of the May/June Children's activity calendar, Marcia Clark event flyer and June Author's Luncheon featuring Carol Higgins Clark flyer. The Board also received an update from literacy services.

LIBRARY SUPPORT ORGANIZATIONS REPORTS:

HB Reads

Mr. Moore stated the group will soon start the book selection process for next year's book. They received a firework booth. They are working with the Kiwanis to share the booth, due to the number of volunteers needed to run a booth.

Friends of the Library

Ms. Beverage stated that the Friends of the Library are working with staff to create a new used-book sale area at Main Street. They will hold a "Grand Re-Opening" event once everything is completed.

Friends of the Children's Library

Ms. Beverage stated the Taste of Huntington Beach was a great success raising approximately \$42,000 for the Children's Library. They had a record number of ticket sells and a celebrity chef that judged the amazing food and drinks presented by the entries.

Orange County, California Genealogy Society

Ms. Beverage stated the volunteers from the Genealogy society continue to be active. They are in every weekend and are excited about the installation of the new carpet.

CPLA

Nothing to report at this time

LIBRARY BOARD COMMENTS:

Ms. Daugherty stated her daughter, who is an educator, came to one of the toddler storytimes. She was impressed with the quality of the storytime and feels it is the best in the area.

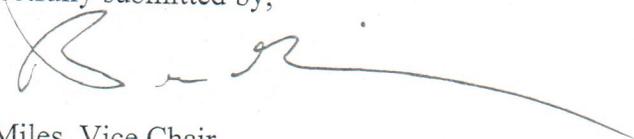
STAFF COMMENTS:

None at this time.

ADJOURNMENT:

Vice Chair Miles entertained a motion to adjourn the meeting. Ms. Crouteau moved to adjourn the meeting and Ms. Cox seconded the motion. There being no more business, the meeting was adjourned.

Respectfully submitted by,



Ben Miles, Vice Chair