



# MEETING MINUTES

**Library Board of Trustees  
City Council Chambers  
232 W. Sierra Madre Blvd.  
Sierra Madre, CA 91024  
Wednesday, August 22, 2018  
7:00 pm**

## **Library Board of Trustees**

*Patricia Hall, Chair  
Shannon King, Vice Chair  
Rich Procter, Trustee  
Rod Spears, Trustee  
Barry Ziff, Trustee*

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### **CALL TO ORDER**

Chair Hall called the meeting to order at 7:00 pm

### **MEMBERS ABSENT**

None

### **OTHERS PRESENT**

City Librarian, Christine Smart

### **APPROVAL OF AGENDA**

Vice Chair moved to approve the agenda, Trustee Ziff moved to second

### **APPROVAL OF MINUTES**

Minutes from the July 10 joint meeting were received and filed, because the Library Board of Trustees were never called into the meeting

### **COUNCIL LIAISON UPDATE**

None present

### **COMMUNITY INPUT**

None

### **ACTION ITEMS AND REPORTS**

1. **APPROVAL OF THE LIBRARY WARRANTS** – Trustee Ziff moves to approve the minutes, Trustee Procter moves to second. All in favor. None opposed.
2. **TRUSTEE REORGANIZATION AND ASSIGNMENTS** – Chair Hall nominates Vice Chair King, to the position of chair, and Trustee Ziff seconds. Chair Hall nominates Trustee Spears to be Vice Chair. Trustee Procter seconds. All in favor. None opposed.
  - a. Programs
    - i. Sommer Scholarship – Trustee Spears and Chair Hall
    - ii. Read Campaign has been suspended for the time being

- iii. OBOC – Trustee Ziff and Trustee Procter
    - iv. Art and Essay Contest/Bookmark Contest – Vice Chair King and Chair Hall
    - v. Library Open House – Chair Hall
  - b. Liaisons
    - i. Friends of the Library – Chair Hall
    - ii. Library Board of Trustees – Trustee Spears
- 3. **LIBRARY BUILDING DISCUSSION** – Trustee Ziff does not like the idea of a u shaped, one way driveway. Chair Hall feels that the Minimal Rebuild is insufficient because we should have room to grow and change if necessary. Trustee Spears has personally walked up from Mariposa during book sales and doesn't like the option of selling the back lot. Trustee Procter would be thrilled to go for the Modest Rebuild, but isn't sure the community is going to vote for it. It would be tragic to go for the rebuild and to get 62%. Trustee Hall feels that the City Council should be the ones helping to push this initiative. Chair Hall reiterated that fundraising will not pay for ADA requirements or even a small expansion, but only for the dream building. Foundation meeting to happen in September. Trustee Spears asked if there have been any feasibility studies showing that property values increase when a new library is built. Trustee Procter – The building has outlived its usefulness and we should make every effort to build and advocate for the modest new library. Trustee Procter is going to create a "why now" list to help convince City Council.
- 4. **FRIENDS' LIAISON UPDATE** – No Friends' meeting in August, no update.
- 5. **CITY LIBRARIAN REPORT** - Recently, a representative from a Library outsourcing company finagled a meeting with our City Manager. The City Manager reported that he does not want to outsource our library and that many of his talking points proved to be a mark in our favor, as opposed to be an argument for outsourcing. Our circulation has increased 42% over the last four years, while nationwide, circulation increase from 2016 to 2017 was a mere 0.6%. There are, however, some difficulties that we are facing with reduced hours, fewer staff and fewer programming. Our first Friday closed we had over 200 items returned to the outside drop bin when 20 is more typical when we are open on Friday, and 10 phone calls with hand up messages and 3 messages from frustrated callers who wished we were open.
- 6. **TRUSTEE UPDATES** – Vice Chair King has enjoyed Adult Crafts at the Library, Trustee Ziff has nothing to report, Trustee Spears is working on a soft-story review of the City, Trustee Procter has met with Gabe aside from regular meetings, and has enjoyed utilizing the library, and Chair Hall met with Gabe and Rich and Christine in many meetings. She is also working towards a Library Foundation meeting in September.

## **NEW BUSINESS AND MATTERS FOR FUTURE AGENDAS**

Chair Hall is requesting for a member of the Library Board of Trustees to attend the Library Foundation meetings. City Librarian Smart will be there taking minutes. Trustee Procter has volunteered to go to these meetings.

City Librarian Smart asks to discuss changing the date of the December Library Board of Trustees Meeting.

## **ADJOURNMENT**

Trustee Procter moved to adjourn the meeting at 8:36 pm and Trustee King seconded the motion. The Library Board of Trustees will adjourn to their next regular meeting at this same place on Tuesday, September 26, 2018