

Escondido Public Library Board of Trustees
MINUTES
Thursday, December 12, 2013, 2:00 p.m.
Library Board Room

CALL TO ORDER: Trustee Eisler called the meeting to order at 2:00 pm.

MEMBERS PRESENT: Elmer Cameron, Kathy Eisler, Mirek Gorny

MEMBERS ABSENT: Virginia Loh-Hagan, Gary Knight

STAFF PRESENT: Loretta McKinney, Director of Library & Community Services; Janet Rulien,
Board Secretary

WRITTEN/ORAL COMMUNICATIONS: None.

APPROVAL OF MINUTES FROM NOVEMBER 14, 2013: MSC Cameron/Gorny to approve the minutes as written, Vote 4/0.

BOARD ADMINISTRATIVE ANNOUNCEMENTS: Cameron suggested that staff re-educate the public about how Board meetings are run, i.e., with regard to the obligation to conduct meetings in accordance with State law, (AKA the Brown Act). He suggested staff hand out a written guide, including filling out the *Speaker* form to address the Board. He also suggested including the fact that, by law, the Board may not comment on public comments made during Oral Communications.

PROJECT UPDATES: None.

REPORTS FROM AUXILIARY GROUPS: The Friends of the Library realized \$70,000 in earnings last year. eBay auctions are on-going and books sold on eBay often provide more profit than books on sale in the Shop. The Friends of the Library have 30 volunteers who work in the Shop and Workroom.

Eisler attended the *LIFE* Dinner for the Escondido Library Foundation (ELF) as well as the last ELF Board Meeting. The *LIFE* event was well-attended, well-received and overall, very successful. ELF is in the process of determining if another *LIFE* event should be planned in the near future.

SIGNIFICANT UPCOMING EVENTS: The Library will close at 5:00 p.m. on Christmas Eve and New Year's Eve.

CURRENT BUSINESS:

Library Coffee Cart Occupancy License Agreement: This Agreement was drafted and coordinated with both the City Attorney and the City's Real Property Manager for review and approval. Cameron was impressed with the quality of the contract. Cameron noted that the space outside the library to the direct left of the coffee cart should not be used for public seating. The City's Real Property manager will be responsible for managing the contract and rental monies will go into the Library Trust Fund. Mr. Don Pham, the Coffee Cart operator, spoke at this time. He asked the Board if it was possible for the Board to ask for \$150.00/month rent vs. \$300/month as stipulated in the Agreement. Mr. Pham wants to stay and keep running the coffee cart. He asked for consideration from the Board because of his operating

style, the fact that he volunteers most of his time, and because he does not make money. Cameron asked about negotiations in the future and the matter was discussed. The Board noted it was unfortunate that Mr. Pham waited so long to speak to the Board about negotiations. **MSC Cameron/Gorny to accept the Library Coffee Cart Occupancy License Agreement as presented, Vote 3/0.**

Proposal for Library Support Groups Meeting Facilitation: McKinney reviewed the consulting proposal submitted by the Centre for Organization Effectiveness. The purpose of the meetings is to help define roles Library support groups and staff might take in promoting the Library Expansion Project, as well as their purpose in serving the Library as a whole. A discussion ensued.

McKinney said that she has made it clear to the Centre that the Library Support Groups' time is valuable and a specific Action Plan needs to be an outcome from the facilitated meetings. McKinney assured the Board that she would present the Board's direction to the Centre regarding the need for all support groups and staff to know their level of commitment and to create specific action plans with assigned responsibilities. The meetings are not meant to detract from specific group interests, but are intended to provide a broader Library perspective, align efforts and avoid duplication. **MSC Gorny/Cameron to accept the proposal as written, Vote 3/0 in favor.**

Library Royalty Interest in Signal Hill Petroleum, Inc.: The Library receives dividends from Signal Hill Petroleum, Inc. as part of a bequest received in 1963. The Library recently received information from Signal Hill Petroleum, Inc. proposing to drill deeper to find more oil. Signal Hill Petroleum, Inc. has offered two options: 1) A buy-out for a total payment of \$15,000 or 2) Permission to drill and maintain the Library's interest in the property and receive an increase in royalties if increased production is realized. Discussion ensued. **MSC Cameron/Gorny to keep the interest dividends from Signal Hill Petroleum and not accept the buy-out, Vote 3/0.**

CITY STAFF COMMUNICATIONS:

Director of Library & Community Services: McKinney extended an invitation to the Board of Trustees to join staff at the Holiday Luncheon in the Turrentine Room at noon on Wednesday, December 18th.

The Library received a \$6,000 grant from the Rotary Club of Escondido towards the purchase of AWE Early Learning Stations. These computers, loaded with specialized proprietary educational software, are designed to promote early literacy and skill development in basic subjects, such as reading, math, science and geography. The AWE Early Learning Stations will be located in the Children's Library. Library staff are grateful for the grant and appreciate the Rotary Club of Escondido's continued support.

Respectfully submitted,


Kathy Eisler, Acting Secretary
/jr