

Escondido Public Library Board of Trustees  
BOARD MEETING MINUTES  
Tuesday, April 11, 2017, 2:00 p.m.  
Library Board Room

**CALL TO ORDER:** Trustee Gorny called the meeting to order at 2:01 p.m.

**Members Present:** Trustees Mirek Gorny, Elmer Cameron, Mayra Salazar, Ron Guiles, Gary Knight

**Members Absent:** None

**Staff Present:** Loretta McKinney, Director of Library & Community Services; Cynthia Smith, Assistant Library Director; Joanna Axelrod, Principal Librarian; Misty Breymeyer, Library Division Coordinator

**Written/Oral Communications:** None

**Agenda Item #1: Approval of minutes:** February 14, 2017 meeting

*Trustee Guiles made a motion to approve the minutes as written. The motion was seconded by Trustee Salazar. The motion was approved unanimously.*

**Current Business**

**Item #2: Election of Officers**

The annual election of Library Board of Trustees officers was held. Trustee Guiles was voted in as President and Trustee Salazar was re-elected as Secretary. Trustee Gorny congratulated the new officers on their upcoming and continuing roles. The officers will assume office at the May 2017 meeting. Trustees Guiles and Gorny confirmed they will not be available to attend the next Board of Trustees Meeting, scheduled on May 9, 2017.

Assistant Library Director Smith noted that the Library Board of Trustees Bylaws should be amended to move the annual election of officers from March to April to accommodate the appointment of Trustees, which occurs annually in March. The revised Bylaws will be presented for approval at the May 2017 meeting.

*Trustee Guiles made a motion to cancel the May 9, 2017 Board of Trustees meeting and reschedule it on May 23, 2017. The motion was seconded by Trustee Salazar. The motion was approved unanimously.*

**Item #3: Request to Purchase Smart TV**

Director McKinney presented the request to purchase a Smart TV for the Library Board Room, funded by monies budgeted in the Trust fund for technology. The Smart TV will

be used for presentations and webinars. Trustee Gorney recommended a screen that is 65" or larger to fit the size of the room.

***Trustee Salazar made a motion to approve the purchase of a smart TV using Trust Account Technology funds, at a cost not to exceed \$2,000. The motion was seconded by Trustee Guiles. The motion was approved unanimously.***

#### **Item #4: Library Budget Update**

##### **Annual Operating Budget (AOB) – General Fund**

Director McKinney provided an update on the Library Division's proposed Annual Operating Budget submitted to the Finance Department. The Library's proposed budget was accepted by the City's Finance Department and it includes increased hours for one specialized position. The Finance Department has reviewed budgets submitted by all City departments and will present a preliminary review of a balanced FY 2017-2018 Annual Operating Budget to the City Council on May 3, 2017.

##### **Capital Improvement Projects (CIP) Budget**

CIP requests for fiscal year 2017-2018 were submitted in March 2017. Library staff requested \$200,000 from Public Facility Funds for new circulating materials; a \$50,000 pass-through donation into the Trust Fund from the Friends of Escondido Public Library for the purchase of supplemental books; and \$41,500 for the purchase and installation of a new digital security system. The digital security system would improve the safety of patrons and staff. It has been determined that the security system will be placed on the list of unfunded requests. The Finance Department will present the preliminary CIP budget, including the two remaining requests, to the City Council on May 10, 2017.

#### **Item #5: Review of Mission, Vision, and Values (MVV) Statements**

Director McKinney presented a draft of the proposed Library Mission, Vision, and Values statements created by staff. The Trustees reviewed the existing and proposed MVV statements and provided feedback which will be shared with staff. The final MVV statements will be shared with the Trustees at the May 2017 Board of Trustees meeting. The next step in this process is rebranding the Library's logo, and staff will begin working on this as soon as the MVV statements are finalized.

#### **Other Reports**

##### **Presented by Director of Library & Community Services and Assistant Library Director**

**San Diego County Grand Jury Update:** Director McKinney reported that an article in the April 6, 2017 edition of the *Escondido Times Advocate* newspaper included a summary of the San Diego County Grand Jury report on Escondido Public Library programs and services. The Grand Jury investigated a complaint and a report was

made public on March 21, 2017. The report contends the Library is "inadequate" to serve the community. The City of Escondido must respond to the report within 90 days of publication.

The Grand Jury's findings and recommendations were based primarily on information gathered from the California State Library's annual survey data. The time period referenced by the Grand Jury extends back to 2008 when significant economic circumstances impacted Library services and operations.

Many of the issues identified in the report stem from the lack of physical space in the existing Library facility. The City Council has recognized the need for a new building and resolved to address this over the past several years. They have directed staff to pursue matters related to building a larger Library facility in Grape Day Park.

Library and City staff are working with the City Attorney on a response which will be posted to the Grand Jury's website upon receipt.

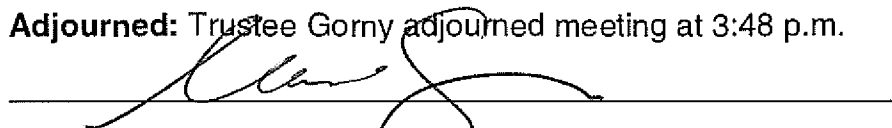
**Volunteer Luncheon:** The Library's annual Volunteer Recognition Luncheon will take place April 13, 2017 at California Center for the Arts, Escondido. This event is an opportunity to recognize 220 Library volunteers who have donated over 29,000 hours of service within the last year. The funds donated by the Trustees for this event are greatly appreciated.

**Learner Recognition Dinner:** Literacy Services will host their annual Learner Recognition Dinner on May 11, 2017 at the Park Avenue Community Center. City Council Member Diaz will be the keynote speaker. This event recognizes learners and their achievements and is funded through the California Library Literacy Services (CLLS) grant and Friends of Literacy Services. The Friends of Literacy Services have funded the publication of a book of learners' writings. The book will be distributed at the event.

**Summer Reading Challenge:** The annual *Summer Reading Challenge* for children, teens, and adults will take place June 19 – July 31, 2017. The theme is *Design Your World*.

**Rotary Grant:** Staff have applied for the Escondido Rotary Grant to replenish popular areas of the collection including the *Book Club in a Bag* program.

**Adjourned:** Trustee Gorny adjourned meeting at 3:48 p.m.



Mayra Salazar, Library Board of Trustees Secretary/mb