

### **CALL TO ORDER**

Roll Call: President Ron Guiles, Trustee Elmer Cameron, Trustee Mirek Gorny, Trustee Carolyn Clemens, Trustee John Schwab

### **ORAL COMMUNICATIONS**

The public may address the Board of Trustees on any item which is not on the agenda at this time, provided the item is within the subject matter jurisdiction of the Library Board of Trustees.

### **APPROVAL OF MINUTES**

1. Approval of Minutes from the Library Board of Trustees Meeting on December 12, 2019

### **CURRENT BUSINESS**

2. Pulitzer Prize Collection
3. Update on the Palomar Library in Escondido

### **OTHER REPORTS**

Library Director's Report

### **ADJOURN**



## **UPCOMING MEETING SCHEDULE**

Library Board of Trustees Meetings are scheduled the second Thursday of the month in the City Council Chambers, City Hall. Meetings begin at 2:00 PM.

<i>Day</i>	<i>Date</i>	<i>Time</i>	<i>Location</i>
Thursday	February 13, 2020	2:00 p.m.	City Council Chambers
Thursday	March 12, 2020	2:00 p.m.	City Council Chambers
Thursday	April 9, 2020 <i>**Special Meeting**</i>	1:00 p.m.	City Council Chambers

## **ADDRESS THE LIBRARY BOARD OF TRUSTEES**

Please complete a *Speaker Form* and hand it to the City Clerk. Submit the *Speaker's Form* prior to Oral Communications or the discussion of an agenda item, including items on the Consent Calendar. Comments are generally limited to 3 minutes. Note: Depending on the number of requests, comments may be reduced to less than 3 minutes per speaker.

**Oral Communication:** The public may address the Board of Trustees on any item which is not on the agenda during Oral Communications, provided the item is within the subject matter jurisdiction of the Library Board of Trustees. Speakers are limited to only one opportunity to address the Board under Oral Communications. State law prohibits the Library Board from discussing or taking action on such items, but the matter may be referred to the Library Director or scheduled on a subsequent agenda. Note: Depending on the number of requests, comments may be reduced to less than 3 minutes per speaker and limited to a total of 15 minutes. Any remaining speakers will be heard during Oral Communications at the end of the meeting.

**Agenda Item:** The public may address the Library Board of Trustees on any agenda item, including items on the consent calendar.

**Handouts:** Handouts for the Library Board of Trustees should be given to the City Clerk.

**To address the Board, when called, please STATE YOUR NAME FOR THE RECORD.**



**AGENDA, STAFF REPORTS, AND BACK-UP MATERIALS ARE AVAILABLE:**

- Online at <https://www.escondido.org/LBT-agendas.aspx>
- Additional online posting at [library.escondido.org/library-board-of-trustees.aspx](http://library.escondido.org/library-board-of-trustees.aspx)
- In the City Clerk's Office at City Hall.
- In Escondido Public Library (239 South Kalmia Street) during regular business hours.

**AVAILABILITY OF SUPPLEMENTAL MATERIALS AFTER AGENDA POSTING:**

Any supplemental writings or documents provided to the Library Board of Trustees regarding any item on this agenda will be made available for public inspection in the City Clerk's Office located at 201 North Broadway during normal business hours.

**Please Turn Off All Cell Phones While the Meeting Is in Session**

**ESCONDIDO PUBLIC LIBRARY HOURS**

Monday – Friday:	9:30 a.m. – 7:00 p.m.
Saturday:	9:30 a.m. – 6:00 p.m.
Sunday:	1:00 p.m. – 5:00 p.m.



**Escondido Library Board of Trustees  
Meeting Minutes  
December 12, 2019**

**CALL TO ORDER:** President Guiles called the meeting to order at 2:00 p.m.

**Members Present:** President Ron Guiles, Trustee Elmer Cameron, Trustee Carolyn Clemens and Trustee John Schwab

**Members Absent:** Trustee Mirek Gorny

**LS&S Staff Present:** Dara Bradds, Library Director; Katy Duperry, Assistant Library Director

**City Staff Present:** Zack Beck, City Clerk

**ORAL COMMUNICATIONS**

None

**APPROVAL OF MINUTES**

**Agenda Item #1.** Approval of Minutes from the Library Board of Trustees Meeting on November 14, 2019.

Moved by Trustee Clemens and seconded by Trustee Schwab to approve the November 14, 2019 minutes as written.

Approved 4-0 (Gorny - Absent)

**CURRENT BUSINESS**

**Agenda Item #2. Pulitzer Prize Collection**

Dara Bradds provided a presentation regarding the possibility of establishing a Pulitzer Prize collection at the Library.

Moved by Trustee Clemens and seconded by Trustee Schwab to have a display of current Pulitzer Prize winners in the collection at the Escondido Public Library starting in 2020; promote the Interlibrary Loan program where the public can reach out to the library staff to obtain a copy of any Pulitzer Prize winning books that are not at the Escondido Library; review the list of Pulitzer Prize winners compared to the inventory of San Diego County Library system and obtain any books Escondido does not have through the Interlibrary Loan program with the San Diego County Library system.

Approved 4-0 (Gorny - Absent)

**Agenda Item #3. Update on the Palomar Library in Escondido**

This item was continued to the January 9, 2020 meeting.



**Agenda Item #4. Vote on Special meeting dates for January, April, July, and October, 2020**

Moved by Trustee Schwab and seconded by Trustee Clemens to have the Special Meetings on January 9, April 9, July 9, and October 8, 2020 at 1:00 p.m. instead of 2:00 p.m.

Approved 4-0 (Gorny - Absent)

**Agenda Item #5. E-book Ordering**

Library staff presented the E-book ordering process.

**Agenda Item #6. 3D Printing Policy**

Dara Bradds presented the 3D printing policy.

Moved by Trustee Schwab and seconded by Trustee Clemens to approve the 3D printing policy.

Approved 4-0 (Gorny - Absent)

**OTHER REPORTS**

**Library Director's Report:**

Dara Bradds provided a report to the Board of Trustees.

**Items Which Have Been Requested for Next Month's Agenda – None**

**Next Meeting:** The next meeting is on Thursday, January 9, 2020 at 1:00 p.m. in the Escondido City Council Chambers.

**ADJOURNMENT:** Moved by Trustee Schwab and seconded by Trustee Clemens to adjourn the meeting at 3:14 p.m.

Approved 4-0 (Gorny – Absent)

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John Schwab, Secretary

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Zack Beck, City Clerk



Agenda Item No. 2

Date: January 9, 2020

**TO:** Library Board of Trustees

**FROM:** Katy Duperry, Assistant Library Director

**SUBJECT:** Pulitzer Prize Collection

**Recommendation:**

Provide comparison of Pulitzer Collection to SDCL

**Background:**

The library will display Pulitzer Prize winning novels owned by Escondido Public Library for the months of February and August, 2020. The display will be located by the catalog computers. Bookmarks will be available on the display informing anyone interested in Pulitzers that are not available at EPL, to ask library staff to help obtain a copy through ILL or purchase request.

Additionally, we will review the list of Pulitzer Prize winners compared to the inventory of the San Diego County Library system and San Diego Public Library system.

- San Diego County Library system owns 58 of the 92 titles, closest branch is San Marcos.
- San Diego Public Library system owns 89 of the 92 titles, closest branch is Rancho Bernardo. All titles are available via Interlibrary Loan.
- The cost to purchase all of the titles missing from Escondido's collection is \$782-\$1005. The total cost to borrow all of the titles Escondido does not have is \$86; borrowing 43 titles for \$2 per Interlibrary Loan. This means we would need to have 9 people request all 43 items via Interlibrary Loan to match the \$782 purchase cost.

Year Won	Title	Author	EPL	SDCL	SDPL	WorldCat (ILL)
1918	His Family	Ernest Poole	N	N	N	Y
1919	The Magnificent Ambersons	Booth Tarkington	Y	N	Y	Y
1921	The Age of Innocence	Edith Wharton	Y	Y	Y	Y
1922	Alice Adams	Booth Tarkington	Y	N	Y	Y
1923	One of Ours	Willa Cather	Y	Y	Y	Y
1924	The Able McLaughlins	Margaret Wilson	N	N	Y	Y
1925	So Big	Edna Ferber	N	N	Y	Y
1926	Arrowsmith	Sinclair Lewis	Y	Y	Y	Y
1927	Early Autumn	Louis Bromfield	N	N	Y	Y
1928	The Bridge of San Luis Rey	Thornton Wilder	Y	Y	Y	Y
1929	Scarlet Sister Mary	Julia Peterkin	N	N	Y	Y
1930	Laughing Boy	Oliver La Farge	N	N	Y	Y
1931	Years of Grace	Margaret Ayer Barnes	N	N	Y	Y
1932	The Good Earth	Pearl S. Buck	Y	Y	Y	Y
1933	The Store	Thomas Sigismund Stribling	N	N	Y	Y
1934	Lamb in His Bosom	Caroline Miller	N	Y	Y	Y
1935	Now in November	Josephine Winslow Johnson	N	N	Y	Y
1936	Honey in the Horn	Harold L. Davis	N	N	Y	Y
1937	Gone with the Wind	Margaret Mitchell	Y	Y	Y	Y
1938	The Late George Apley	John Phillips Marquand	Y	N	Y	Y
1939	The Yearling	Marjorie Kinnan Rawlings	Y	Y	Y	Y
1940	The Grapes of Wrath	John Steinbeck	Y	Y	Y	Y
1942	In This Our Life	Ellen Glasgow	N	N	Y	Y
1943	Dragon's Teeth	Upton Sinclair	N	N	Y	Y
1944	Journey in the Dark	Martin Flavin	N	N	N	Y
1945	A Bell for Adano	John Hersey	Y	Y	Y	Y
1947	All the King's Men	Robert Penn Warren	Y	Y	Y	Y
1948	Tales of the South Pacific	James A. Michener	Y	Y	Y	Y
1949	Guard of Honor	James Gould Cozzens	N	Y	Y	Y
1950	The Way West	A. B. Guthrie, Jr.	Y	Y	Y	Y
1951	The Town	Conrad Richter	N	N	Y	Y
1952	The Caine Mutiny	Herman Wouk	Y	Y	Y	Y
1953	The Old Man and the Sea	Ernest Hemingway	Y	Y	Y	Y
1955	A Fable	William Faulkner	N	Y	Y	Y

1956	Andersonville	MacKinlay Kantor	N	N	Y	Y
1958	A Death in the Family	James Agee	N	Y	Y	Y
1959	The Travels of Jaimie McPheeters	Robert Lewis Taylor	N	N	Y	Y
1960	Advise and Consent	Allen Drury	N	N	Y	Y
1961	To Kill a Mockingbird	Harper Lee	Y	Y	Y	Y
1962	The Edge of Sadness	Edwin O'Connor	N	N	Y	Y
1963	The Reivers	William Faulkner	Y	Y	Y	Y
1965	The Keepers of the House	Shirley Ann Grau	N	eBook	Y	Y
1966	The Collected Stories of Katherine Anne Porter	Katherine Anne Porter	N	N	Y	Y
1967	The Fixer	Bernard Malamud	N	Y	Y	Y
1968	The Confessions of Nat Turner	William Styron	Y	Y	Y	Y
1969	House Made of Dawn	N. Scott Momaday	N	Y	Y	Y
1970	The Collected Stories of Jean Stafford	Jean Stafford	N	N	N	Y
1972	Angle of Repose	Wallace Stegner	N	Y	Y	Y
1973	The Optimist's Daughter	Eudora Welty	Y	Y	Y	Y
1975	The Killer Angels	Michael Shaara	Y	Y	Y	Y
1976	Humboldt's Gift	Saul Bellow	N	Y	Y	Y
1978	Elbow Room	James Alan McPherson	N	N	Y	Y
1979	The Stories of John Cheever	John Cheever	N	Y	Y	Y
1980	The Executioner's Song	Norman Mailer	Y	Y	Y	Y
1981	A Confederacy of Dunces	John Kennedy Toole	Y	Y	Y	Y
1982	Rabbit Is Rich	John Updike	N	Y	Y	Y
1983	The Color Purple	Alice Walker	N (eBook)	Y	Y	Y
1984	Ironweed	William Kennedy	N	N	Y	Y
1985	Foreign Affairs	Alison Lurie	N	N	Y	Y
1986	Lonesome Dove	Larry McMurtry	Y	Y	Y	Y
1987	A Summons to Memphis	Peter Taylor	N	N	Y	Y
1988	Beloved	Toni Morrison	Y	Y	Y	Y
1989	Breathing Lessons	Anne Tyler	Y	Y	Y	Y
1990	The Mambo Kings Play Songs of Love	Oscar Hijuelos	N	N	Y	Y
1991	Rabbit at Rest	John Updike	N	N	Y	Y
1992	A Thousand Acres	Jane Smiley	Y	Y	Y	Y
1993	A Good Scent from a Strange Mountain	Robert Olen Butler	Y	Y	Y	Y



1994	The Shipping News	E. Annie Proulx	Y	Y	Y	Y
1995	The Stone Diaries	Carol Shields	N	N	Y	Y
1996	Independence Day	Richard Ford	N	Y	Y	Y
1997	Martin Dressler: The Tale of an American Dreamer	Steven Millhauser	N	N	Y	Y
1998	American Pastoral	Philip Roth	N (eBook)	ebook	Y	Y
1999	The Hours	Michael Cunningham	Y	Y	Y	Y
2000	Interpreter of Maladies	Jhumpa Lahiri	Y	Y	Y	Y
2001	The Amazing Adventures of Kavalier & Clay	Michael Chabon	Y	Y	Y	Y
2002	Empire Falls	Richard Russo	Y	Y	Y	Y
2003	Middlesex	Jeffrey Eugenides	Y	Y	Y	Y
2004	The Known World	Edward P. Jones	Y	Y	Y	Y
2005	Gilead	Marilynne Robinson	Y	Y	Y	Y
2006	March	Geraldine Brooks	Y	audio	Y	Y
2007	The Road	Cormac McCarthy	Y	Y	Y	Y
2008	The Brief Wondrous Life of Oscar Wao	Junot Díaz	Y	Y	Y	Y
2009	Olive Kitteridge	Elizabeth Strout	Y	Y	Y	Y
2010	Tinkers	Paul Harding	N (eBook)	Y	Y	Y
2011	A Visit From the Goon Squad	Jennifer Egan	Y	Y	Y	Y
2013	The Orphan Master's Son	Adam Johnson	Y	Y	Y	Y
2014	The Goldfinch	Donna Tartt	Y	Y	Y	Y
2015	All the Light We Cannot See	Anthony Doerr	Y	Y	Y	Y
2016	The Sympathizer	Viet Thanh Nguyen	Y	Y	Y	Y
2017	The Underground Railroad	Colson Whitehead	Y	Y	Y	Y
2018	Less	Andrew Sean Greer	Y	Y	Y	Y
2019	The Overstory	Richard Powers	Y	Y	Y	Y

- Escondido Public Library owns 49 of the 92 titles.



Agenda Item No. 3

Date: January 9, 2020

**TO:** Library Board of Trustees

**FROM:** Joanna Axelrod, Director of Communications and Community Services

**SUBJECT:** Update on the Palomar Library in Escondido

**Recommendation:**

Receive information

**Background:**

This item was continued from the December 12, 2019 meeting.

<b>Monthly Library Board of Trustees Statistics</b>		<b>November 2019</b>	<b>October 2019</b>	<b>September 2019</b>
<b>CIRCULATION:</b>	Physical Materials (Books, media, museum passes, laptops)	37,519	38,331	34,355
	Children's Material (only juvenile, not teen- includes books, media, digital)	13,225	14,427	12,854
	Non-English Material (includes books, media, digital)	1,111	1,357	1,132
	eMaterial (includes eBooks and eAudiobooks)	3,062	3,208	3,364
	Holds Satisfied	1,932	2,408	2,514
	ILLs Checked Out	11	10	6
<b>INTER-LIBRARY LOANS:</b>				
<b>POPULATION &amp; BORROWERS:</b>	Total Registered Borrowers	66,003	65,510	65,001
	Total Reference Transactions	10,029	8,932	8,350
<b>REFERENCE QUESTIONS:</b>				
	Public Service Hours	227.5	221.0	234.5
<b>LIBRARY SERVICES:</b>	Library Visits	19,150	28,441	26,853
	Users of Public Internet Computers	3,227	4,063	Unavailable
<b>ELECTRONIC SERVICES:</b>	Wireless Sessions	7,828	9,051	9,459
	Number of Website Visits (website+catalog)	21,463	24,099	25,501
<b>VOLUNTEERS:</b>	Total Volunteers	222	225	221
	Total Volunteer Hours	2,428	2,674	2,584
<b>PROGRAMS:</b>	Kids Programs	27	37	30
	Kids Program Attendance	925	1,584	1,225
	Teen Programs	7	7	5
	Teen Program Attendance	35	30	26
	Adult Programs (including Literacy and Pioneer Room)	10	8	6
	Adult Program Attendance	348	190	199
	Offsite Programs (Outreach)	5	5	5
	Offsite Program Attendance	594	533	6
	<b>Total Programs</b>	49	57	46
	<b>Total Program Attendance</b>	1,902	2,337	1,456

\*Updated total program and total program attendance to include offsite program/outreach numbers

### Director's Report

#### Staffing

Minh Tran and Araceli Capilla have expanded their responsibilities and are now working at the Customer Service Desk and taking on additional responsibilities since becoming LA 2s at the beginning of this month.

I am also excited to report that our newest staff member, Abril Ruiz has been accepted to San Jose State and will start working toward her MLS in the Spring. Meanwhile, Chris Calderon and Aspen Hill are continuing to work toward their MLS part-time.

#### December Programming

Youth Services hosted our annual tree trimming party with Santa and 220 guests in attendance. Santa read to the children, sang songs, and then took pictures with the families. The big highlight for December 2019 was the crowd of 110 in attendance for the first ever Happy Noon Year's Eve event on December 31, 2020. Additionally, we hosted nine programs for children from kindergarten to sixth grade with 113 in attendance. We held nine programs for preschool age children with 456 attending. We had one outreach with 25 in attendance.

Adult Services hosted a writer's group with 18 people in attendance, two book clubs with a total of 26 attendees, the 2<sup>nd</sup> Saturday concert with 68 attendees, International Game week with 125 attendees, a Festive Felts program with 66 attendees, and a fan favorite film with 10 attendees.

Literacy helped 107 students work toward their literacy goals in 2019 with 11 new students joining since July. There interviews lined up for more students already in 2020.

GOALS	OWNER	MILESTONES	DECEMBER
<b>CONNECT- bring people and groups together</b>			
Provide programs for people with shared interests	Katouzian, Wood	In Progress	Holiday Tree Trimming, Ekaterina Bessmeltseva & Hugo Noguei, Rincon Literario Bilingual Book Club
Provide programs for people out in the community- not just in the library	Katouzian, Wood	In Progress	Storytime @ SDCCM
Provide programs where views and opinions can be shared	Katouzian, Wood	In Progress	Rincon Literario Bilingual Book Club, Escondido Writers Group
<b>CONNECT- through marketing</b>			
Raise public awareness through enhanced marketing plan	Bradds, Duperry	In Progress	Shared programs and events through Social Media, eNewsletter, and print resources.
<b>CONNECT- through outreach</b>			

Support education through partnership with local schools	Katouzian, Wood	In Progress	De Lago Academy
Support the arts through partnership with California Center for the Arts	Katouzian, Wood	In Progress	
Support community events through continued partnership with Escondido Arts and City of Escondido	Katouzian, Wood	In Progress	
<b>CONNECT- through in library programming</b>			
Support enrichment with expanded programs	Katouzian, Wood	In Progress	Fan Favorite Film
<b>CONNECT- through economic development</b>			
Support enrichment with expanded programs	Katouzian, Wood	In Progress	Animanga Karuba
Invite business community to provide and attend programs	Katouzian, Wood	In Progress	Wellness Program Planning
Offer workforce readiness and development programs	Katouzian, Wood	In Progress	
<b>INSPIRE</b>			
<b>INSPIRE- quiet study through inviting space</b>			
Reconfigure first floor to support quiet tutoring and group and individual study	Bradds, Katouzian	In Progress	Waiting on the city
<b>INSPIRE- productivity through efficient space for meetings and business</b>			
Enhance business center with technology, books and electronic resources.	Katouzian	In Progress	This is part of monthly book ordering considerations
Provide quiet space for remote workers, small business and entrepreneurs	Bradds, Katouzian	In Progress	
Install additional power outlets	Duperry	Complete	
<b>INSPIRE- through excellent collection</b>			
Increase investment in eBooks and eAudiobooks	Katouzian, Woods	In Progress	
Provide career growth materials	Katouzian	In Progress	
Expand virtual library via improved website	Duperry	In Progress	New Skin coming soon
Invite business community to provide and attend programs	Katouzian	In Progress	Wellness Fair (January)
Provide accredited online high school diploma program	Bradds, Wood	In Progress	
Analyze collection performance and weed as appropriate	Katouzian, Wood	In Progress	
<b>INSPIRE- through support to school communities</b>			
Offer programs that provide opportunities for students	Wood	In Progress	Del Lagos Academy Interns, Teen Advisory Board
Provide books, publications and	Wood	In Progress	

materials that support home school curricula			
<b>INSPIRE- new skills through basic emerging technology</b>			
Support staff competency through training and tools to better assist patrons	Bradds, Guiles	In Progress	Three staff members are working toward their MLS, one is working toward a Bachelors, and two are attending library leadership training through the State Library
Support technology learning by offering open lab time	Duperry, Katouzian	In Progress	
Support access by providing ability to print from mobile devices	Bradds, Duperry	In Progress	
<b>GROW- services for patrons of all educational and socioeconomic levels</b>			
<b>GROW- Services to nonusers</b>			
Continue to provide access to government services	Katouzian, Wood	In Progress	
Provide programs to help immigrants acclimate	Wood	In Progress	LLC currently has 107 students. Eleven are new since July.
Continue English language tutoring	Wood	In Progress	
Continue to focus on materials in Spanish and other languages	Katouzian	In Progress	
<b>GROW- services to low-income patrons</b>			
Remove fees to check out DVDs and books on CD	Guiles, Schwab, Bradds, Duperry	Complete	
Provide early literacy programs at WIC Offices	Wood	In Progress	
<b>GROW- services beyond EPL's neighborhood</b>			
Provide library services outside downtown	Katouzian, Wood	In Progress	
<b>Action Step/ Kaizen Events (Any action whose output is intended to be an improvement to the existing process)</b>			
Provide quality storytimes, training and materials to children, parents and caregivers	Wood	In Progress	
Provide quality literacy and STEAM programs	Wood	In Progress	
Teach how to find, evaluate and use	Katouzian,	In Progress	

<b>information</b>	Wood		
<b>Provide healthy learning and social opportunities for middle grade students</b>	Wood	In Progress	
<b>Provide engaging life skills programs for teens</b>	Wood	In Progress	
<p>Improvement Priority Title: Key Areas of Operational Quality Improvement</p> <p>Core Objective: Sustain and improve quality library service to patrons through excellent patron service, outreach, collections, programs, marketing, technology and facilities.</p> <p>Action Step / Kaizen Events (Any action whose output is intended to be an improvement)</p> <p>Management Owners: Dara Bradds, Katy Duperry, Dan Wood, Azar Katouzian, Ron Guiles, Mirek Gorny, Elmer Cameron, John Schwab, Carolyn Clemens Trustees</p>			
<p>"Complete" = Action Step is Complete          "In Progress" = progress being made toward completion          "On-Target" = Action Step on-target          "Past Due" = Action Step is behind original plan. New date should be in "Planned Dates" field with original planned date reflected in Timeline fields (shading of cells). Provide descriptive remarks if appropriate. Ex. "delayed due to supplier problem", "quality defect causing delays", etc.</p> <p>Core Objective: Sustain and improve quality library service to patrons through excellent patron service, outreach, collections, programs, marketing, technology and facilities.</p>			