



ESCONDIDO PUBLIC LIBRARY BOARD OF TRUSTEES

AGENDA

Thursday, November 10, 2011

2:00 p.m.

Board Room

1. CALL TO ORDER

2. **WRITTEN / ORAL COMMUNICATIONS.** At this time the public may comment on items not appearing on the agenda. State law prohibits the Board from discussing or taking action on such items, but the matter may be referred to the staff or scheduled on a subsequent agenda.

3. APPROVAL OF MINUTES FROM PREVIOUS MEETING. *Attached.*

4. BOARD ADMINISTRATIVE ANNOUNCEMENTS

5. **PROJECT UPDATES** – E-Audiobooks from OneClickDigital is ready to be launched in November from website www.library.escondido.org

6. BOARD NEWS/ISSUES

7. REPORTS FROM AUXILIARY GROUPS

- a. Serra Library System Advisory Board – The Serra Administrative Committee participated in a workshop facilitated by Joan Frye Williams October 25 to discuss alternative scenarios for Serra's future. The Administrative and Advisory Boards met at Escondido Public Library November 3rd for their regularly scheduled meeting.
- b. Friends of the Escondido Public Library – The Friends had a half-price book sale October 28 and 29 in the Friends' Shop. They are working on the Friends' quarterly newsletter to be sent in December.
- c. Pioneer Room Friends – Excellent attendance at the annual meeting held Tuesday, October 18 for special event, Historic Highway 395. Paul Crouthamel will be the library liaison to the Pioneer Room Friends.
- d. Escondido Library Endowment Foundation – Foundation members attended the North County Philanthropy Council Volunteer Awards Luncheon November 10 to honor nominee, Christina Coleman. The Foundation Board President met with Mayor Abed to discuss the library expansion project. The intention is to restore funding from capital account.
- e. Friends of Library Literacy Services-The Literacy Friends are working on the scrabble media kits in order to get promotional/sponsorship information out to prospective donors. Their focus this year is getting the bookmobile back on the road with a driver.

8. SIGNIFICANT UPCOMING EVENTS

<i>Date & Time</i>	<i>Location</i>	<i>Event</i>
Nov. 28 – Dec. 31, 2011	Library Event	Food for Fines
Month of November	Children's Room	Wall of Stars
November 11, 2011	Library - Closed	Veteran's Day Library

**Library Board of Trustees
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November 12, 2011 3:30 p.m.	Turrentine Room	2 nd Saturday Concert Series Folk Collection
November 15, 2011 6:00 p.m.	Turrentine Room	Hypnotherapy with Ramdas Menon
November 24 & 25	Library	Thanksgiving Holidays
December 6, 2011 6:00 p.m.	Turrentine Room	Author & Sport's Announcer Jerry Coleman
December 14, 2011 12:00 p.m.	Turrentine Room	Holiday Christmas Party – Save the Date!

9. CURRENT BUSINESS

- a. **SAN DIEGO FOUNDATION/OUR GREATER SAN DIEGO VISION.** Information
- b. **E-BOOK STATISTICS AND OVERVIEW.** Receive report on digital library statistics.
- c. **ACQUISITION AND DISPLAY OF ART POLICY.** For review and approval.

10. CITY STAFF COMMUNICATIONS

- a. Community Services Director
- b. City Librarian
- c. Deputy City Librarian

11. CUSTOMER SERVICE COMMENTS. Available at meeting.

12. ADJOURN UNTIL December 8, 2011

13. UPCOMING MEETING SCHEDULE. Regular meetings are the 2nd Thursday of each month at 2 p.m.

<i>Day</i>	<i>Date</i>	<i>Time</i>	<i>Location</i>
Thursday	December 8, 2011	2:00 p.m.	Library Board Room
Thursday	January 12, 2012	2:00 p.m.	Library Board Room
Thursday	February 9, 2012	2:00 p.m.	Library Board Room

TO ADDRESS THE BOARD: The public may address the Library Board of Trustees on any agenda item. Please complete a Speaker's form and give it to the Administrative Assistant. Comments are generally limited to 3 minutes. If you wish to speak concerning an item *not* on the agenda, you may do so under "Oral Communications." Please complete a Speaker's form as noted above.

Handouts for the Library Board should be given to the Administrative Assistant. To address the Board, **STATE YOUR NAME FOR THE RECORD. Please turn off all cell phones and pagers while the meeting is in session.**

Escondido Public Library Board of Trustees
MINUTES
Thursday, October 13, 2011, 2:00 p.m.
Library Board Room

CALL TO ORDER: Board President Gary Knight called the meeting to order at 2:02 pm.

Members Present: Gary Knight, Elmer Cameron, Alex Galenes, Diane Yerkes

Members Absent: Mirek Gorny

Staff Present: Community Services Director, Jerry Van Leeuwen; City Librarian Jo Ann Greenberg, Deputy City Librarian Cynthia Smith, Janet Rulien, scribe

WRITTEN/ORAL COMMUNICATIONS: Patron Alan Smith addressed the Board regarding a letter he sent about his mother's donated art work and its disposal. He wants the Board to address two things: find the painting and the way donated public art is treated within the city. He would like to be part of the process of determining what to do with donated public art. Mr. Smith then read his statement regarding this issue and said he feels passionate about this "loss" and wants the Board to formally convene an investigation regarding his issues. Board President Knight said he would make sure the matter is looked into.

Board President Knight moved Item 9b of the agenda up ("Alan Smith Letter to Board and Acquisition and Display of Art Policy") and we discussed this policy. Our current policy on acquisitions does not cover public art donations. VanLeeuwen noted that items donated to the City belong to the City and can be disposed or used in any manner. The Board discussed bequests and other legal issues. The Board directed Greenberg to interface with the city attorney to develop a policy.

APPROVAL OF MINUTES FROM PREVIOUS MEETING: MSC Cameron/Galenes to approve the minutes of September 8, 2011, as written. Vote 4/0

PROJECT UPDATES: The Board was pleased to hear the LibraryYou project had been funded by the State Library and hoped that it could continue with interns supervised by our Digital Librarian after the initial year.

REPORTS FROM AUXILIARY GROUPS: Serra has funding for another six weeks to continue its operations. Serra will have a meeting with a consultant on October 25 to discuss creative strategies for obtaining funding. This will effect operations in the library because we have grants that Serra administers, like LDC and ebooks.

SIGNIFICANT UPCOMING EVENTS: The Board went over the listings and asked for more information on items.

CURRENT BUSINESS:

Library Staff Restructuring Plan: Randolph Hood is leaving after 25 years of employment. We will be filling that part time position. Greenberg explained her thoughts on staffing and restructuring. We have kept the management staff fully informed.

Approval of Funding/Retirement Gift: MSC Galenes/Yerks to approve payment for the prior City Librarian's retirement gift. Vote 4/0.

Approval of Conference Funding: There are two main conferences that libraries learn from regarding what happens in libraries nationwide and in California as well. They are the California Library Association Annual Conference and the American Library Association Conference. The Board asked what the benefits the library receives from sending employees to conferences. Greenberg responded that we have experts in certain fields and it is good to share knowledge with other libraries. We also gather information and bring back new program information and ideas. We also have a “train the trainer” session with each attendee and staff members. The exhibits are very worthwhile also. Greenberg has gotten some negotiated services through the exhibits. **MSC Cameron/Galenes to fund three conferences for Joanna Axelrod, Vote 4/0.**

Fine Free Fridays: We thought this program would work well for us and the County was using it with some success. It is not working for us and patrons are not returning materials. **MSC Yerkes/Cameron to discontinue the program and to increase Food for Fines dollar amount from \$10 to \$15. Vote 4/0.**

City Librarian Vision and Goals: Greenberg spoke about how she determined her visions and goals. Greenberg described some of the activities she is planning to develop her goals. She also discussed specific methods for her goal achievement. Van Leeuwen added some specific information. Greenberg intends to visit all library boards a few times a year to keep up on what they are doing. Greenberg reported that the management team is updating policies and procedures. We are looking at putting three book drop bins that will be drive through. VanLeeuwen said we are now looking at solar power on the roof. He gave an update on the process. This should be accomplished by next Spring.

CITY COMMUNICATIONS:

Deputy City Librarian: Smith is transitioning into her new roles. The staff is working very hard and things are going very well. The Friends did a fabulous job at the sale of EVB books and clean up. They worked extremely hard and we couldn't do it without them. It has been decided to bring back our Librarian's Meeting which will cover professional issues in libraries. We are having full programming and music events, book clubs, etc. Jeff Wyner is working on outsourcing strategies and is taking on the branch transition. VanLeeuwen talked about some of the ideas that we are working on.

Adjourned: 3:55 p.m.

Respectfully submitted,

Diane Yerkes, Board Secretary

Recommendation:

Be familiar with the San Diego Foundation/Greater San Diego Vision campaign and the outreach commitment by local libraries to make the information accessible to the public.

Background:

The San Diego Foundation, in conjunction with other community organizations, has launched a project called *Our Greater San Diego Vision* that seeks to shape the future of the region 50 to 100 years from now. The group is chaired by retired local Cox Communications head Bill Geppert. "With the region poised to grow 40 percent in the next 40 years—we need to start a successful planning effort now to preserve the quality of life we love for future generations," Geppert said at a news conference at San Diego State University. In Phase I, task forces have been holding meetings and workshops in several cities to discuss key components that make up San Diego's quality of life, looking into economic development, education, housing, transportation and cost of living; and culture and community amenities. Escondido's workshop was held at the Center for the Arts September 15, 2011.

While Phase I focused on the region's critical issues, Phase II is intended to be a comprehensive and cohesive vision in an actionable, strategic plan of the San Diego region. In order to engage multitudes of people, the San Diego Foundation will be broadcasting through print and digital media including social media outreach, direct mail and publicly accessible kiosks. Every library in the region, including Escondido is participating in the campaign by distributing bookmarks, flyers and posters beginning November 30. The public can then go to a website specific to his/her their own city and library and choose among several scenarios that in turn will lead to creation of a long-term, regional vision.

LIBRARY BOARD OF TRUSTEES MEETING

Date: November 10, 2011

Agenda Item No. 9b
Ebook statistics and overview

Recommendation:

Receive report on Ebook statistics, July 2011-October 2011

Background:

The Escondido Public Library has expanded its services with the purchase of EBooks, available to Escondido cardholders, downloadable from the library's website anytime, anywhere. Titles automatically expire at the end of the 14-day lending period. There are no late fees and no need to drive to the library to return books.

Escondido's Ebook service is funded totally by a California State Library LSTA grant through the SERRA Regional Library until June 2012. Escondido shares its holdings with 5 other libraries- Carlsbad, Chula Vista, Coronado, Oceanside and Imperial Valley. San Diego Public and San Diego County systems already had the Ebook service and were not part of the consortium grant purchase. OverDrive is the leading distributor of Ebooks to thousands of libraries, and Cooperative Systems.

As evidenced by the attached Ebook statistics, the public has been using the convenient and accessible service to download fiction and non-fiction bestsellers and popular titles. Based on the projected use of Ebooks and Ebook readers including Kindle readers, Escondido will continue with Serra after the June 2012 grant completion. All 6 libraries have agreed to pay a fee based on each library's materials budget July 1, 2012. In addition, Escondido will purchase its own Ebooks (not shared with the consortium) as part of this year's materials budget. This will (1) shorten the holds waiting period and (2) allow our librarians to purchase requests by Escondido patrons.

Digital Library Statistics



Library

From inception to now | Select Date Range

- **Purchased Titles in Collection:** 1,631
 - eBook: 1,631
- **Purchased Copies in Collection** (counting each copy of each format of a title): 1,993
 - eBook: 1,993
- **Checkouts:** 5,363 (Current: 767)
 - eBook: 5,363 (Current: 767)
- **Holds:** 4,348 (Current: 1,150)
 - eBook: 4,348 (Current: 1,150)
- **Unique Library Patrons Checking Out Titles:** 1,386 (Current: 439)

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Circulation Activity By Branch

Last updated 10/25/2011 7:32 PM ET

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Branches: Carlsbad City Library, Chula Vista Public Library, Coronado Public Library, Escondido Public Library, Oceanside Public Library

From 7/1/2011 through 9/8/2011

Branch	Checkouts
Coronado Public Library	190
Oceanside Public Library	213
Chula Vista Public Library	411
Escondido Public Library	469
Carlsbad City Library	1,103
Grand Total (5 Branches):	2,386 Checkouts

[Create Worksheet](#)

Unique Patrons With Checkouts By Branch

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Carlsbad City Library, Chula Vista Public Library, Coronado Public Library, Escondido Public Library, Oceanside Public Library

From 6/1/2011 through 10/25/2011

Branch	Patrons
Carlsbad City Library	649
Chula Vista Public Library	211
Coronado Public Library	118
Escondido Public Library	220
Oceanside Public Library	141

Library

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Unique Patrons With Checkouts By Month

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Escondido Public Library

From 6/1/2011 through 10/25/2011

Date	Patrons
7/2011	47
8/2011	86
9/2011	102
10/2011	100

Library

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Current Waiting List as of 10/25/2011 7:23 PM ET

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Library

Branches: Escondido Public Library

Total patrons on waiting list: 195

Average wait period: 14.03 days

Patrons on waiting list by format:

Kindle: 97

EPUB: 96

PDF: 2

Title	Creator	Publisher	ISBN	Fmt	Holds	Own	Ratio	First Active Hold	Avail for Purch
1. The Help	Kathryn Stockett	Penguin Group (USA), Inc.	9781440697661	EPUB	7	8	1.125	08/21/2011	Yes
2. Shock Wave	John Sandford	Penguin Group (USA), Inc.	9781101547656	EPUB	4	1	4	10/10/2011	Yes
3. The Cheapskate Next Door	Jeff Yeager	Random House, Inc.		Kindle	3	2	1.5	10/01/2011	Yes
4. George R. R. Martin's a Game of Thrones 4-Book Bundle	George R.R. Martin	Random House, Inc.		Kindle	3	3	1.667	09/22/2011	Yes
5. Killing the Blues	Michael Brandman	Penguin Group (USA), Inc.		Kindle	3	2	2.5	10/01/2011	Yes
6. The Paris Wife	Paula McLain	Random House, Inc.		Kindle	3	3	1.333	10/06/2011	Yes
7. The 19th Wife	David Ebershoff	Random House, Inc.		Kindle	2	1	2	10/08/2011	Yes
8. Aleph	Paulo Coelho	Random House, Inc.	9780307957016	EPUB	2	1	2	10/11/2011	Yes
9. All That Is Bitter and Sweet	Ashley Judd	Random House, Inc.	9780345524829	EPUB	2	2	1	08/20/2011	Yes
10. At Home	Bill Bryson	Random House, Inc.		Kindle	2	1	2	09/25/2011	Yes
11. George R. R. Martin's a Game of Thrones 4-Book Bundle	George R.R. Martin	Random House, Inc.	9780345529060	EPUB	2	3	1.667	10/01/2011	Yes
12. Getting Off	Lawrence Block	Random House, Inc.	9780857685995	EPUB	2	1	2	10/15/2011	Yes
13. The Girl Who Kicked the Hornet's Nest	Stieg Larsson	Random House, Inc.		Kindle	2	2	1	09/27/2011	Yes
14. The Girl with the Dragon Tattoo	Stieg Larsson	Random House, Inc.		Kindle	2	2	2	09/25/2011	Yes
15. The Girl with the Dragon Tattoo	Stieg Larsson	Random House, Inc.	9780307272119	EPUB	2	2	2	10/06/2011	Yes
16. The Help	Kathryn Stockett	Penguin Group (USA), Inc.		Kindle	2	8	1.125	09/27/2011	Yes
17. Killing the Blues	Michael Brandman	Penguin Group (USA), Inc.	9781101547748	EPUB	2	2	2.5	10/02/2011	Yes
18. Lie Down with Lions	Ken Follett	Penguin Group (USA), Inc.		Kindle	2	2	2	10/01/2011	Yes
19. Lie Down with Lions	Ken Follett	Penguin Group (USA), Inc.	9781101143827	EPUB	2	2	2	09/23/2011	Yes
20. The Little Bride	Anna Solomon	Penguin Group (USA), Inc.		Kindle	2	2	1.5	10/10/2011	Yes
21. Maine	J. Courtney Sullivan	Random House, Inc.	9780307596819	EPUB	2	2	1	08/30/2011	Yes
22. A Million Little Pieces	James Frey	Random House, Inc.	9781400079018	EPUB	2	1	3	10/17/2011	Yes

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View Purchased Titles and Checkout Details

Purchased from 6/1/2011 through 10/22/2011

Run Another Purchased Title Report

Where:

[Create Worksheet](#)

#	Title	Publisher	Creator	Fmt	Added	Own	Curr Chks	Curr Holds	Ovrl Chks	Turn.	Ovrl Holds
1.	The Help	Penguin USA, Inc.	Kathryn Stockett	eBook	06/06/2011	8	9	57	<u>57</u>	4.4	172
2.	Unbroken	Random House Publishing Group	Laura Hillenbrand	eBook	06/06/2011	3	3	28	<u>23</u>	3.8	62
3.	The Paris Wife	Random House Publishing Group	Paula McLain	eBook	06/06/2011	3	3	27	<u>20</u>	4.0	56
4.	Smokin' Seventeen	Random House Publishing Group	Janet Evanovich	eBook	07/08/2011	3	3	7	<u>27</u>	5.4	46
5.	Split Second	Penguin Group USA, Inc.	Catherine Coulter	eBook	08/11/2011	3	2	20	<u>18</u>	3.6	46
6.	The Silent Girl	Random House Publishing Group	Tess Gerritsen	eBook	08/11/2011	3	4	14	<u>23</u>	4.6	41
7.	Dreams of Joy	Random House Publishing Group	Lisa See	eBook	07/08/2011	2	2	9	<u>18</u>	4.5	40
8.	George R. R. Martin's a Game of Thr...	Random House Publishing Group	George R.R. Martin	eBook	06/06/2011	3	3	15	<u>16</u>	5.3	39
9.	Escape	Knopf Doubleday Publishing Group	Barbara Delinsky	eBook	08/11/2011	2	2	14	<u>18</u>	4.5	37
10.	The Girl with the Dragon Tattoo	Knopf Doubleday Publishing Group	Stieg Larsson	eBook	06/06/2011	2	3	14	<u>19</u>	4.8	36
11.	The Immortal Life of Henrietta Lack...	Crown Publishing Group	Rebecca Skloot	eBook	06/06/2011	2	2	6	<u>18</u>	6.0	35
12.	Heaven is for Real	Thomas Nelson Inc.	Todd Burpo	eBook	07/08/2011	3	3	5	<u>18</u>	4.5	33
13.	Buried Prey	Penguin Group USA, Inc.	John Sandford	eBook	07/08/2011	2	2	11	<u>18</u>	6.0	32
14.	The Girl Who Kicked the Hornet's Ne...	Knopf Doubleday Publishing	Stieg Larsson	eBook	06/06/2011	2	2	8	<u>15</u>	3.8	32

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		Group									
15.	The Cheapskate Next Door	Crown Publishing Group	Jeff Yeager	eBook	07/08/2011	2	1	7	<u>14</u>	4.7	30
16.	Harvesting the Heart	Penguin USA, Inc.	Jodi Picoult	eBook	08/11/2011	3	4	15	<u>14</u>	3.5	30
17.	Against All Enemies	Penguin Group USA, Inc.	Tom Clancy	eBook	07/08/2011	2	2	4	<u>20</u>	5.0	29
18.	Water for Elephants	Algonquin Books	Sara Gruen	eBook	06/06/2011	2	3	7	<u>18</u>	6.0	29
19.	In the Garden of Beasts	Crown Publishing Group	Erik Larson	eBook	06/06/2011	2	3	10	<u>17</u>	5.7	28
20.	Lie Down with Lions	Penguin USA, Inc.	Ken Follett	eBook	07/08/2011	2	2	14	<u>10</u>	3.3	27
21.	Shanghai Girls	Random House Publishing Group	Lisa See	eBook	07/08/2011	2	3	10	<u>15</u>	3.8	26
22.	The Book Thief	Random House Children's Books	Markus Zusak	eBook	07/08/2011	2	2	1	<u>13</u>	4.3	25
23.	Fallen	Random House Children's Books	Lauren Kate	eBook	07/08/2011	2	2	6	<u>13</u>	4.3	25
24.	Miss Peregrine's Home for Peculiar ...	Quirk Books	Ransom Riggs	eBook	07/08/2011	2	3	6	<u>12</u>	4.0	25
25.	New York to Dallas	Penguin Group USA, Inc.	J. D. Robb	eBook	09/17/2011	2	3	15	<u>10</u>	2.5	22
26.	The Almost Moon	Little, Brown and Company	Alice Sebold	eBook	07/08/2011	2	1	0	<u>17</u>	5.7	21
27.	Cutting for Stone	Knopf Doubleday Publishing Group	Abraham Verghese	eBook	06/06/2011	2	1	8	<u>10</u>	3.3	21
28.	One Day at a Time	Random House Publishing Group	Danielle Steel	eBook	08/11/2011	2	2	8	<u>12</u>	4.0	20
29.	Summer Secrets	Barbara Freethy	Barbara Freethy	eBook	07/08/2011	1	1	8	<u>10</u>	10.0	20
30.	Happy Birthday	Random House Publishing Group	Danielle Steel	eBook	08/11/2011	1	2	4	<u>12</u>	6.0	19
31.	The Boy in the Striped Pajamas	Random House Children's Books	John Boyne	eBook	07/08/2011	2	2	5	<u>11</u>	2.8	17
32.	The Girl Who Played with Fire	Knopf Doubleday Publishing Group	Stieg Larsson	eBook	06/06/2011	2	2	2	<u>13</u>	3.3	16
33.	44 Charles Street	Random House Publishing Group	Danielle Steel	eBook	08/11/2011	1	1	3	<u>11</u>	5.5	15
34.	Cold Paradise	Penguin USA, Inc.	Stuart Woods	eBook	07/08/2011	2	2	0	<u>16</u>	5.3	15
35.	Hot Ice	Random House Publishing Group	Nora Roberts	eBook	07/08/2011	2	2	1	<u>10</u>	5.0	15

LIBRARY BOARD OF TRUSTEES MEETING

Date: November 10, 2011

Agenda Item No. 9C

Acquisition and Display of Art Policy

Recommendation:

Discuss, edit and approve acquisition and display of art policy; deed of gift

Background:

At the October 13, 2011, The Board of Trustees directed City Librarian Greenberg to follow up on the status of a painting that had been donated to the library by artist Alta Smith. This request was prompted by Alan Smith; son of Alta Smith, who addressed the Board regarding a letter he sent about his mother's donated artwork and his wish to procure the painting and dissatisfaction regarding its removal. Mr. Smith also made a formal request to the City Clerk's Office to check public records and a check in city facilities.

Both library and city staff have looked in all facilities that might store works of art and did not find this particular painting (*Navajo Woman with Lamb*).

The Board also specified that they wished to have a library policy regarding donated art that will be reviewed by the City Attorney. There are two attachments: (1) The acquisition and display of art policy and (2) the deed of gift for donation of art.



CITY OF ESCONDIDO
CITY CLERKS OFFICE

OCT 18 P 12:21

City Clerk's Office
City of Escondido
201 North Broadway
Escondido, CA 92025-2798
(760) 839-4617
Fax: (760) 735-5782
cityclerk@escondido.org

PUBLIC RECORDS REQUEST

*Public Records Requests may be saved and submitted to the City Clerk's office via email as an attachment.
The form can also be printed and mailed or faxed to the City of Escondido as indicated above.*

Date of Request: 10/18/11 Name of Requestor: Alani M. Smith
Mailing Address: 2355 Royal Crest Dr City: Escondido State: CA Zip: 92025
Email Address: alsamont@cox.net
Telephone: (760) 740-0849 We will contact you as soon as the records are ready.

Description of Record	Date/Range
Oil painting. Portrait of Navajo girl holding a lamb, painted by Alta Smith.	Allegedly removed from library in 2007/2008
(Photocopy of painting is attached.)	

The City has 10 days from receipt of this form to respond to your request. Copies will be made when appropriate fees have been paid. Standard copies are 15¢ per page.

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For Office Use Only		
Date received: _____	Total # of pages: _____	Copying costs: _____
Completed by: _____	Date completed: _____	
Date mailed/delivered/picked up: _____		





ESCONDIDO PUBLIC LIBRARY POLICY

ACQUISITION AND DISPLAY OF ART IN THE LIBRARY

The Escondido Public Library Board of Trustees recognizes that the display of art in the Library or on the Library grounds is a valuable service to the community. The term "Art" in this Policy refers to works in many media, including but not limited to paintings, drawings, sculpture, photography, maps, charts, posters, textiles, crafts, models, etc. All gifts of art will be made pursuant to an Escondido Public Library Deed of Gift agreed upon by the donor and the Library.

The following rules and procedures apply:

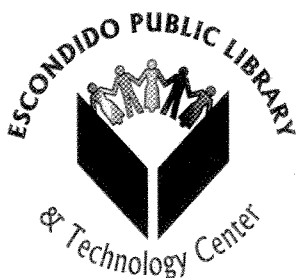
1. The Library staff does not determine the market value of any donated item; the value of any gift for tax purposes must be determined by the donor.
2. Work will be accepted for acquisition only if it meets general accepted community standards and is suitable for public display in the Library. The Library Board of Trustees and the City Librarian reserves the right to decline to display any specific work or body of work if such work does not meet the conditions put forth in the Library's Collection Development Policy.
3. The Escondido Public Library reserves the rights to use, retain, display or dispose of any gifts of works of art in any fashion as the Library sees fit. The Library is free to display the donated work of art or not, and to select the location and the manner of display.
4. It may also be determined that if such work of art is no longer appropriate for the collection, the work may be sold, donated to another institution, returned to the donor or disposed of in any other way determined to be in the best interest of the Library. The Library cannot be regarded as liable to the donor if the item is destroyed, damaged or stolen.
5. Art placed on display will be identified by a label which states the artist's name, title of the work, date executed and a donor credit line (if desired).

Temporary Art Exhibits:

In addition to those works donated to or purchased by the Library, the Escondido Art Association exhibits works by artists who have agreed to display their work at the Library for a certain period of time. Artists who wish to temporarily display their art at the library may contact the EAA (Escondido Art Association) for further information. Items displayed are hung in accordance with the Library's available space and are to remain at the Library for a full period of the exhibit. Works displayed in temporary exhibits may be for sale.

Adopted by the Board of Trustees,

-15-



City of Escondido
Escondido Public Library
239 S. Kalmia Street
Escondido, CA 92025

Deed of Gift

The Escondido Public Library gratefully acknowledges receipt from

Donor's Name (Print) _____

Donor's Address _____

Email Address _____ Telephone Number _____

Description of the object(s): _____

The donor hereby irrevocably and unconditionally gives, transfers, assigns and delivers to the Escondido Public Library all legal rights to the object(s) described above. The donor affirms that they own said object(s) and has good and complete right, title and interest thereto and that the object(s) is/are not subject to any liens, claims or encumbrances. The following conditions apply:

- The library cannot assess the value of a donation or art. Appraisals of items for tax deduction purposes must be secured independently by the donor.
- All donations are considered outright and unconditional gifts to be used at the library's discretion. A gift to the library may not be reclaimed by the donor or his/her heirs.
- All gifts to the library may be used, sold or disposed of in the best interests of the library. Acceptance of a gift is not a commitment that the library will permanently retain the donated item.

Donor Signature: _____ Date: _____

Accepted by:

City Librarian

Date: _____

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