



ESCONDIDO PUBLIC LIBRARY BOARD OF TRUSTEES

AGENDA

Thursday, July 9, 2009

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. (Please refer to the back page of the agenda for instructions.)

3. APPROVAL OF MINUTES FROM PREVIOUS MEETING. *Attachment 3a.*

4. BOARD ADMINISTRATIVE ANNOUNCEMENTS

5. **PROJECT UPDATES.** Because of the budget crunch, we have not been able to get to put together the plan for a fine-free day every month, nor have we been able to analyze the revenue figures. We hope to get to that next month.

6. **BOARD NEWS/ISSUES.** There is still no word on whether the State budget crisis will affect library funding.

7. REPORTS FROM AUXILIARY GROUPS

- a. Serra Library System Advisory Board – Serra is meeting sometime in August, although the date is not set. Serra just received a big grant to recruit ethnic and bilingual students to attend library school on scholarships. The project also involves local networking and training for the students.
- b. Friends of the Escondido Public Library – The Friends' Board does not meet in July. They are planning another giant sidewalk sale on July 11th, so come on down and get some great bargains!
- c. Pioneer Room Friends – The PR Friends are planning some interesting programs, including asking residents for memories of the old drive in theater as well as a genealogy workshop.
- d. Escondido Library Endowment Foundation – Tickets are still available for the July 11 Peter Sprague dinner & concert; see Janet.
- e. Friends of Library Literacy Services – The Friends have a new president, Linda Blakley. Past president Cynthia Chisum is still on the Board.

8. SIGNIFICANT UPCOMING EVENTS

<i>Date & Time</i>	<i>Location</i>	<i>Event</i>
July 1 - 31	All locations	Food for Fines
July 4, all day	All locations	Library is closed for Independence Day
July 11, all day	Main Library	Friends book sale
July 11, 3 p.m.	Turrentine Room	Bayou Brothers concert
July 11, 5 p.m.	Kalmia & Grand	Peter Sprague concert fund raiser
July 21, 2 p.m.	Turrentine Room	Library Visioning Workshop with David Schnee
July 25, 11 a.m.	Turrentine Room	North County Authors & Poets program

9. CURRENT BUSINESS

- a. **RENOVATION PROJECT.** Review of progress to date.
- b. **LIBRARY & CITY BUDGET.** Review June 29th Council action regarding library budget. Report from staff on ways to maximize computer use and services for the public.
- c. **LIBRARY PLANNING.** Discuss upcoming workshop with architect David Schnee and appoint two Trustees to be on the Project Management Team.

10. CITY STAFF COMMUNICATIONS

- a. Community Services Director – on vacation
- b. City Librarian
- c. Deputy City Librarians

11. CUSTOMER SERVICE COMMENTS. Available at meeting.

12. PRESENTATION OF CERTIFICATE TO ESCONDIDO CHAMBER OF CITIZENS

13. ADJOURN UNTIL August , 2009

14. 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>
Tuesday	July 21, 2009	3:00 p.m.	Turrentine Room (workshop)
Thursday	August 13,2009	2:00 p.m.	Library Board Room
Thursday	September 10, 2009	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, June 11, 2009, 2:00 p.m.
Library Board Room

CALL TO ORDER: Board President Alex Galenes called the meeting to order at 2:03 p.m.

Members Present: Elmer Cameron, Alex Galenes, Diane Yerkes

Members Absent: Gary Knight and Stan Levy

Staff Present: Community Services Director Jerry Van Leeuwen (2:25 p.m.), City Librarian Laura Mitchell, Deputy City Librarian Jo Ann Greenberg, Deputy City Librarian Cynthia Smith, Board Secretary Janet Rulien

WRITTEN/ORAL COMMUNICATIONS: None.

APPROVAL OF MINUTES FROM PREVIOUS MEETING: MSC Cameron/Yerkes to approve the minutes from the prior meeting. Vote 3/0.

BOARD ADMINISTRATIVE ANNOUNCEMENTS: Yerkes would like to hold the meetings to two hours.

PROJECT UPDATES: Galenes tried the new self check machine and said it works very well. The library stimulus program was very successful and we are starting up with the month-long Food for Fines program. Mitchell said she will try to bring details on the fine free day we are proposing to the next meeting. We will present information on the dip in revenues due to the stimulus program and cuts in our hours.

REPORTS FROM AUXILIARY GROUPS: Mitchell reported that at the Serra meeting she found that most libraries are making many cuts and she reported on several library systems. The Friends received 10% of book sales from Barnes & Noble for the Robert Wagner book signing. Mitchell noted that the Friends funded DVD players and a summer program for literacy.

SIGNIFICANT UPCOMING EVENTS: The ELEF concert fund raiser is coming up July 11th and Mitchell provided details. The Digital Storytelling reception is this Saturday in the Turrentine Room. Mitchell said the vote on the City budget was continued to June 17, 2009; the Action Plan is scheduled for June 24, 2009.

CURRENT BUSINESS:

Renovation Updates: Staff went over different items of the renovation and the Board's questions were answered. The Board said the outside looks so much better now! Mitchell reported on the status of resurfacing our parking lot.

Library & City Budget: The City did not approve the budget last week; we are still fielding questions about closing the branch library. Currently, Community Services has not been slated for any further layoffs. The Board discussed the need to operate differently given the new constraints. Van Leeuwen talked about service reductions vs. budgeting and how one affects the other. Cameron proposed inviting some of the members of the Chamber of Citizens to thank them for their work on behalf of the library. The Board decided that Elmer Cameron and Diane Yerkes would offer to meet with them and tell them how much we appreciate their activities.

Library Planning: The Board discussed the ELEF proposal of hiring Group 4, an architectural firm, and went over principal architect David Schnee's proposal. The project would include updating our building program to meet future needs, incorporating green design principles, and best practices for future library service. Schnee proposed a steering committee with members from LBOT, ELEF, City Hall and library staffers. An initial stakeholder meeting with 25-35 people would provide feedback on the vision for the future library.

MSC Cameron/Yerkes that the Library Board of Trustees approves of the concept of hiring Group 4 to update the library plan and will commit to sharing the cost with the ELEF at a cost not to exceed \$12,500, contingent upon the Council's approval of its Action Plan at the meeting of 6/24/09 reaffirming the new library would be built at its current location. Vote 3/0.

Escondido General Plan Update: Mitchell was impressed with the caliber of the citizens interested in the general plan. The Library's Quality of Life standards will be reviewed as part of the process. Van Leeuwen explained that the Quality of Life standards drive the fees for new construction in the City. Cameron noted that the General Plan has to go before the voters in 2012.

CITY STAFF COMMUNICATIONS: VanLeeuwen covered his topics in earlier discussions.

CITY LIBRARIAN: Thanks to CDBG funding, we are preparing to open our computer lab in the Pioneer Room in partnership with the North Co. Inland Career Center, which helps people with job searches here in North County. The facility will be known as the Library Career Center. The joint staff will be opening it Monday through Friday from 8 a.m. to 12 noon. Library staff will be referring many internet users there for additional help and resources. We are able to rehire a recently laid off part time Library Associate to be the liaison and provide services there. We also will be using the computer lab on Tues. and Thurs. evenings with the Escondido Adult School.

DEPUTY CITY LIBRARIANS: Greenberg noted that the *10 Myths of Social Security* was well attended; the social security liaison will be back to do another workshop on Women & Social Security on June 18th. The Digital Story Station reception is coming up on Saturday. In July photos from the book "Maggots in My Sweet Potatoes" by Susan Lankford will be shown in the Turrentine Room. The book signing is scheduled for August 1st. Greenberg reported on online resource called Volunteer Match which she is using. This has all types of volunteers – blue color to doctorates.

Smith reported that June 20th we are having the Herpetological Society's yearly expo and they will be bringing lots of reptiles and amphibians. Our new music program, Hot Summer/Cool Summer series, is starting up starting on July 11th. Children's room is having a lot of renovation work being done. EVB branch is very busy. The Daley Ranch photography contest was held here; we are showcasing the photographs for the next two weeks in the Turrentine Room.

Adjourned: 4:03

Respectfully submitted,

Gary Knight, Secretary

LIBRARY BOARD OF TRUSTEES MEETING

Date: July 9, 2009

**Agenda Item No. 9a
Renovation Project Update**

Highlights:

- ⌘ The patio area should be completed Monday, July 6. The new tables with umbrellas have arrived, and the old benches have been refurbished. It's truly a pleasure to see lots of people sitting in the newly-designed area.
- ⌘ The mural has begun, and children are able to watch the artist at work. Be sure to stop by for a look.
- ⌘ We are now talking with upholsterers about re-doing all the lounge chairs and study chairs throughout the library in the chosen fabric.
- ⌘ Installation of the steel tree may begin within a week or so.
- ⌘ Painting is continuing on walls and trim in work areas.
- ⌘ The stairs are scheduled to be re-covered in a rubber material near the end of the month.
- ⌘ Work is continuing on the public rest rooms.
- ⌘ Staff is working on organizing the remaining work schedule and making sure that all the little details are not overlooked. We are also working on a plan for the time the library is closed, which now looks like it might be in October.

LIBRARY BOARD OF TRUSTEES MEETING**Date:** July 9, 2009**Agenda Item No. 9b
Library & City Budget****Recommendation:**

Review June 29th Council action regarding library budget. Preliminary report from staff on ways to maximize computer use and services for the public.

Background:

At their June 29th meeting, the City Council finally acted to approve the City's operating budget for fiscal year 2009-10. We now know for sure that the library will not be cut again, at least for the time being. The Council cut a number of additional items, but none affects the library. They also chose not to cut funding to outside organizations and events, such as the 4th of July fireworks and the History Center, neither will they cut Recreation at this time.

The extra money they saved will be used to spend less from the reserve funds. The cuts to employee pay and the planned layoffs are still on the table, and those layoffs will most likely take effect tomorrow, July 1st. Cuts to employee compensation would take effect after the negotiations are finished. We're not sure at this point what form they would take.

If tax revenues continue to be down, (sales tax revenue was down 17% for the spring quarter), the Council and City will be looking at further cuts by January. But until then, it looks like we have a reprieve and will continue our operation as we have been. Our staff is determined to make the most of it!

Council Member Waldron's Remarks

President Galenes made a transcript of Marie Waldron's remarks at the meeting:

The library issue is...I can see we are at the point where we cut the library as much as we possibly could but I think at some point we need to analyze...and Sam's suggestion the Board of Trustees...that might be the place to start... to really look at the operation and what efficiencies could be found... and I know Jerry and others are looking at the need for more computers and have accessibility for that and maybe try to move...even though we don't have a new, wonderful library building...somehow bring our library into the future in a way that will give us efficiencies and cause savings... and that's not anything we can do tonight but it would be the next year looking at that to see what we could do to improve accessibility for folks in the library...and it may not mean that the whole library is open all the time but maybe we could have more hours available for the computers so people may actually be able to get in there maybe 40 hours in the night, you know various times when folks are available.

Staff is looking at ways to increase accessibility to the library's computer resources and will present it at the Board meeting.

Recommendation:

- Discuss upcoming workshop with architect David Schnee.
- Appoint two Trustees to be on the Project Management Team.

Background:

The City Council has approved the draft Council Action Plan for 2009-2011, which stated:

Establish the plan for a new public library based on the quality of life standards of the new General Plan.

- *In conjunction with the Library Board of Trustees and the Escondido Library Endowment Foundation, hire an architect to upgrade the building program and integrate "green design" standards by June 2009.*
- *Conduct a workshop with City Council and Library Board of Trustees reviewing the work of the architect and providing response for possible adjustments to the Quality of Life Standards of the General Plan by October 2009.*
- *Based on workshop direction, present to the City Council recommendations for location, scope and financing options for a new public library by April 2010.*

Architect David Schnee has been approved as the consultant and has set the date of July 21st for an initial set of meetings. The first will be for a Project Management Team for the project, and the second would be for a larger group of community movers and shakers for a briefing and to get feedback.

Project Management Team – this is the small group that will work closely to manage the project. The Board needs to appoint at least one and perhaps two trustees to this group.

Visioning Workshop – staff has put together a list of 38 city and community people to invite to a workshop to "Help the Library Renew the Vision." The list will be available at the meeting for those who would like to see it. We possibly could add one or two names, but we didn't want the group to be too large. All the Trustees are invited.