

**Escondido Public Library Board of Trustees**  
**MINUTES**  
**Thursday, April 11, 2013, 2:00 p.m.**  
**Library Board Room**

**CALL TO ORDER:** Gary Knight called the meeting to order at 2:05 pm.

**Members Present:** Gary Knight, Virginia Loh-Hagan, Elmer Cameron, Kathy Eisler, Mirek Gorny

**Members Absent:** None

**Staff Present:** Loretta McKinney, Director of Library and Community Services, Cynthia Smith, Deputy City Librarian, Janet Rulien, Board Secretary

**Other Attendees:** Patricia Mues, Dorothy McQuiston

Gary Knight and Virginia Loh-Hagan were sworn in as members of the Board of Trustees for another term. Cynthia Smith introduced the new Director of Library and Community Services, Loretta McKinney. The Board commended Cynthia Smith for her good work as Interim City Librarian.

**WRITTEN/ORAL COMMUNICATIONS:** None.

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

**BOARD ADMINISTRATIVE ANNOUNCEMENTS:** Virginia Loh-Hagan's third book will be published on May 1<sup>st</sup>. She has several book signings scheduled.

**BOARD ISSUES/NEWS:** None.

**PROJECT UPDATES:** The Board discussed the status of the Library Expansion Project. Smith gave a synopsis of the project, including the Project Team and Task Force members' roles. She also noted the projected schedule. David Schnee, architect/consultant will be on site to conduct community meetings and meet with staff and City Council members on April 30 and May 1, 2013. Eisler suggested an additional community meeting should be conducted in Escondido.

**REPORTS FROM AUXILIARY GROUPS:** The Friends are having many sales since book donations are so high. The Board was encouraged to participate in the Foundation's fundraiser at participating McDonald's on April 17, 2013. The fundraiser will take place during National Library Week.

**SIGNIFICANT UPCOMING EVENTS:** National Library Week is April 14-20, 2013. Staff is also excited to be involved in the *World Book Night* giveaway this year as part of National Library Week. A reminder was given to Board members to attend the Annual Volunteer Luncheon on April 18<sup>th</sup>.

**CURRENT BUSINESS:**

Annual Volunteer Recognition Events: The Board has allocated monies for Special Projects expenses. The Library Administration would like the Trustees to know that some of the funds are being spent to support annual volunteer recognition in the spring and fall. The Board supports this expenditure. **MSC Cameron/Eisler - Vote of Confidence on spending funds for the Annual Volunteer Luncheon and Book Plate Reception. Vote 5/0.**

Change of Board Meeting Date: Since all Board members were present, a discussion was held about changing the time of the board meeting. After discussion, it was determined that the current meeting date and time for the Board meeting is the best. The Board decided to take no action on this item.

2013 Food for Fines Program Request: The *Food for Fines* program has been run successfully by the library for the past several years and is a great community tool. Library staff requested to conduct the program during the month of July and during the year-end holidays. Staff also requested to increase the amount of the maximum "fine forgiveness" level, from \$15.00 to \$20.00. **MSC Cameron/Loh-Hagan to approve the Food for Fines program in 2013 and increase in the maximum fine forgiveness level to \$20.00, Vote 5/0.**

Library Board Trust Fund Information & Budget Authorization: Smith discussed the budgeting process for the Library Trust Fund in general. McKinney has asked the Finance Department to provide a historical accounting of this trust fund so that a bottom-line summary can be provided. McKinney said she and Smith want to take the opportunity to allocate monies in a different manner than we have in prior years. The Board requested a monthly report of the fund balance and a quarterly report with further information. **MSC Eisler/Gorny to approve the trust fund Special Projects and Technology request of \$5,000 for Technology and \$15,000 for Special Projects, Vote 3/1, one abstention.**

Library Board of Trustee Memberships: Loh-Hagan suggested this item be tabled for discussion until after the Trust Fund budget report in May.

Library Legislation Update: Smith provided information on proposed California State constitutional amendment, SCA-7. The bill would provide legislation to lower voter approval threshold for library facility projects and operations from the existing 2/3 vote to 55%. The Board is interested in providing a letter of support to the legislative committee considering this item. President Knight to provide correspondence.

## **CITY STAFF COMMUNICATIONS**

Deputy City Librarian: Mel Takahara from Escondido's Future community group has requested that CSUSM students present the Board with their findings on the second phase of the Impact Study on the closure of the East Valley Branch Library. The Board agreed to hear their report at the next meeting on May 9, 2013. Smith will contact Mr. Takahara and include this item on the next agenda. The National Library Week Proclamation was made by Mayor Abed on Wednesday, April 10, 2013 at the City Council Meeting.

Adjourned: 4:00 pm

Respectfully submitted,

  
Virginia Loh-Hagan/jr, Board Secretary