

Minutes
SAN BERNARDINO PUBLIC LIBRARY
Board of Trustees
October 13, 2005

The regular meeting of the Board of Trustees of the San Bernardino Public Library was held in the Board Room of the Norman F. Feldheim Central Library, 555 West Sixth Street, San Bernardino.

CALL TO ORDER: The meeting of the Board of Trustees was called to order by President Dr. Garcia at 2:10 p.m.

ROLL CALL: Present: Dr. Dorothy Garcia,
Marion Vassilakos,
Dr. Milton Clark,
Carolyn Tillman at 2:20 pm
Library Director: Ophelia Georgiev Roop
Absent: Gary Saenz

PUBLIC COMMENTS: none

MINUTES: Moved down on the agenda.

CONSENT ITEMS:

President Garcia read a thank you note from the library director for the plant sent by the Board in sympathy for her father's death.

- a. Monthly Financial Statements
- b. Communications/Correspondences
- c. Personnel:
 1. Confirm appointment of Jennifer Johnston, Librarian II, Reference Division, effective October 3, 2005
 2. Confirm appointment of Patricia Juarez, Library Page, part time at Rowe Branch Library, effective September 29, 2005
 3. Confirm appointment of Margaret Jimenez, Villasenor Apprentice Intern, part time at Villasenor Branch, Literacy Grant position, effective September 20, 2005
 4. Accept resignation of Alex Torres, Library Page, Reference Division, effective October 3, 2005
 5. Confirm separation of Danny Romero, Library Page, Circulation Division, effective September 28, 2005

The Communications/Correspondence and Personnel items were approved as presented.
(Clark -Vassilakos, unanimous)

The financial statements were pulled out for review. The library director will provide answers to some of the questions and will see to it that the city appropriation report is sent to the Board members as soon as received by the library. After the review the financial statements were approved as presented. (Vassilakos – Clark, unanimous)

MINUTES: The minutes of the September 8, 2005 Board meeting were approved as presented.
(Tillman – Vassilakos, abstaining –Dr. Clark: not present at that meeting).

OLD BUSINESS:

Library Budget

Again this year the San Bernardino Police Department gave to the library \$25,000 from its asset forfeiture fund for the purchase of books.

NEW BUSINESS:

Proctoring Policy

In the proctoring that the library has provided for more than a decade, staff has been following verbal guidelines. This policy sets these guidelines in writing. (Clark – Vassilakos, unanimous).

Library rules amendment – water bottles

The use of water bottles has become the norm in the U.S. today. The library's rule of not allowing any food and drink (including water bottles) is being challenged daily by patrons who want to bring their water bottles inside the library. The library management team believes that amending the rules to allow capped water bottles inside the library will reflect positively on the library's image and will improve the patrons' library experience.

However, there are many considerations that present barriers to amending this rule. How do we know if the clear liquid in the bottle is indeed water and/or do we need to know that? What if patrons ask permission to bring in soft drinks in a water bottle?

Since there are a number of unanswered questions regarding this issue, the Board approved amendment of the rule to permit **CAPPED WATER BOTTLES IN THE LIBRARY** on a trial basis, effective November 1st through December 31st: (Vassilakos – Tillman, unanimous)

Although we are in the fourth month of the new fiscal year, the city has not released an appropriations report for the beginning of this fiscal year.

PRESIDENT'S REPORT:

President Garcia reported on the activities of the Measure S committee which she chairs – the fundraising, the strategy the committee is following and the publicity about Measure S so far.

LIBRARY DIRECTOR'S REPORT:

- Statistical report: We have had problems with the software counting the statistics; consequently, the stats for the last few months are inaccurate.
- Community Rooms use policy: we continue to receive requests for the use of the community rooms by various special and partisan groups which is not permitted by the policy set by the Board. However, the trend nationally is for public libraries to allow any group to meet in their meeting rooms. Restrictive policies have been challenged on the basis of the First Amendment. The requests we received were sent on to and approved by the City Attorney's Office who also advised us that the Board might have to revise this policy soon.
- Director's evaluation: the director presented to the Board several evaluation forms for their consideration. The director's evaluation will be on the next Board agenda.
- Computer/technology upgrade: the Board suggested that we consider handicap access and energy efficiency in the plan for technology upgrade.
- Federal Marshals incident.

- Staff gifts for service.
- Revised organizational chart.
- Peggy Hambly, volunteer in the California Room- recipient of the Everyday Library Heroes Award of the California Library Association to be presented at the CLA annual conference state\ Librarian's Breakfast.
- Inghram Branch /Miss Inghram Room.
- City Hall news.

SAN BERNARDINO CITY LIBRARY FOUNDATION:

The last meeting of the Foundation Board did not have a quorum present and therefore did not conduct a business meeting.

ADJOURNMENT: The meeting was adjourned at 3:36 p.m.

NEXT MEETING: The next meeting of the Library Board will be Thursday, November 9, 2005.

Respectfully submitted by Ophelia Georgiev Roop on behalf of

Marion Vassilakos
Secretary