

Minutes
San Bernardino Public Library
Board of Trustees
Tuesday, April 3, 2007
8:30 a.m.
City Hall
300 North D Street
6th Floor Conference Room

Call to Order:

The special meeting of the Library Board of Trustees and the management team with Mayor Patrick Morris was called to order by Board President Garcia at 8:45.

Roll Call:

Present:

Dr. Dorothy Garcia, President
Ms. Marion Vassilakos, Secretary
Dr. Milton Clark, member
Ms. Carolyn Tillman, member

Ophelia Georgiev Roop, Library Director
Mike Clark, Associate Library Director
Millicent Price, Principal Librarian
Aurora Mendoza, Sr. Admin. Operations Supervisor

Also present:

Honorable Patrick Morris, Mayor
Ms. Stephanie Easland, Assistant City Attorney
Ms. D'Ann Lanning, Assistant to the Mayor

Absent:

Mr. Ed Erjavek, Library Information Technology Manager

• Public Library Fund:

The Library Board of Trustees and the library management team met with Mayor Morris to discuss the library budget, in particular the Public Library Fund state allocation to SBPL and the use of this year's additional \$38,013.

Director Roop explained how and why state public libraries may receive the Public Library Fund money by meeting State Library requirements and conforming to the laws that govern the fund. One of the requirements is that PLF funds may not be included as local revenue. There is a discrepancy between the information submitted for certification to receive PLF funds and how the PLF funds are listed in the overall city budget as revenue.

In 2006-07 the PLF, rather than shrinking, provided. \$38,013 more than anticipated in the projected budget. This money although designated as PLF money, has not appeared in the library's budget as being available for its avowed purpose. The Library Board and management team asked for a meeting with the city's finance department director and the city manager. It was agreed that such a meeting would be scheduled.

Ms. Lanning suggested the Board submit a budget amendment to the council and offered her assistance with its preparation. The Board discussed pursuing the matter.

●**Organizational Review: Recommendations for the library:**

Library Director Roop explained how her office was besieged by phone calls and by e-mails, plus by library staff and patrons who spoke to her personally about their dismay to see on TV the Management Partners Power Point presentation depicting the library as "low use/performance." The onslaught of resident and staff complaints about that phrase elicited responses printed in the local press by staff members.

A few Library Board members said they would have expected to be involved in any communication sent to the news media and would have appreciated being contacted before a response was written and sent.

The Mayor said that characterizing the library as poor in performance in the Power Point summary was unfortunate. A frank discussion of the views of those present ensued. The group was in agreement that within the report there are excellent suggestions for the city to move forward. It is necessary to proceed with many of the suggestions.

The report calls for a library master plan. Part of this would involve a needs survey of the public. The Library Board has been working on a goals and objectives plan since September 2006, a task that should be completed in the next month. The library management and the Board have desired for some time to inventory holdings and also to conduct a survey of users and non-users in order to discover what the public most wants from their libraries.

Adjournment:

The meeting was adjourned at 9:35 a.m.

Respectfully submitted by Ophelia Georgiev Roop, Library Director on behalf of:

Marion Vassilakos
Secretary

