

Minutes
SAN BERNARDINO PUBLIC LIBRARY
Board of Trustees
February 8, 2007

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

Call to order:

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

Roll Call:

Present:

Dr. Dorothy Garcia, President
Marion Vassilakos, Secretary
Carolyn Tillman, Board Member
Ophelia Georgiev Roop, Library Director
Mike Clark, Associate Library Director (3:40pm.)
Aurora Mendoza, Operations Manager (3:40 pm)
Ed Erjavek, Information Technology Manager (3:10p.m.)

Absent:

Gary Saenz, Vice President
Dr. Milton Clark, Board Member
Millicent Price, Principal Librarian

Public:

Stephanie Easland, Assistant City Attorney

Minutes:

The minutes of January 11, 2006 were approved as presented. (Tillman-Vassilakos, unanimous).

Consent Items:

- Monthly Financial Statements: The monthly financial statements with exception of the Morgan Stanley Report were reviewed.
 - The Morgan Stanley report was moved further down the agenda in the event that Dr. Clark would be able to attend the meeting and review the report.
- Communications/Correspondences: None
- Personnel:
 - Accept resignation from Margaret Jimenez, Intern, effective January 16,2007
 - Accept resignation from Lavinia Livai, Library Page effective January 31,2006.

The consent items with the exception of the Morgan Stanley Report were approved as presented. (Tillman-Vassilakos, unanimous).

Old Business:

- Library Budget FY 2006/07:
It was suggested that the Mayor be consulted in the preparation of the library budget for the next fiscal year.

•Public Library Fund (PLF):

Library Director Ophelia Georgiev Roop explained the complicated method for the allocation of the Public Library Fund by the state. This year's PLF is approximately \$30,000 more than projected in the budget under "Library Revenue." The Board discussed how these additional funds could be spent and where would the library's budget reflect that increase. A discussion of PLF is to be an addenda item for the Board's March meeting.

□ Review of Goals and Objectives:

The review of the Goals and Objectives was tabled until the entire Board could be present.

New Business:

□ Approval of funds for RefUSA subscription:

- Ed Erjavek, Information Technology Manager, demonstrated the use of RefUSA, perhaps the most popular database and certainly the one in greatest demand. The Board approved \$5,500 from the bequest investments for the purchase of a one year subscription to the database. (Vassilakos-Tillman, unanimous)
- Approval of Library Director attendance at American Library Association Conference, June 21-27, 2007. (Tillman-Vassilakos, unanimous)

Brown Act Presentation:

- Assistant City Attorney, Stephanie Easland gave an in-depth presentation on The Ralph M. Brown Act (The California Open Meeting Law) explaining its intricate complexities. She reminded us to call upon her for her advice whenever we are in doubt regarding agenda items and the Brown Act.

Morgan Stanley Report:

- Due a recent surgery, Dr. Clark was unable to attend this meeting. The Morgan Stanley Report was accepted as presented. (Tillman-Vassilakos, unanimous)

President's Report: None

Library Director's Report:

- Thank you to the Board members who were able to attend the staff meeting in order to present the Abbey awards.
- Progress of Gates Foundation Grant.
- One Book, One City.
- National Endowment for the Arts grants for The Big Read, September – December 2007.
- Organizational Review.
- Classification Study.
- Miss Inghram Room – possibility of it being located in the building recently purchased by her church.
- Mr. Hill fundraiser for the library.
- Progress report on the spring literary and literacy programs: all proceeding as planned in spite of overextended staff.

San Bernardino City Library Foundation:

The Foundation will hold its annual meeting on April 12, 2007 and partner with the library to use as their keynote speaker Nick Cataldo, who will be giving a presentation on that day as part of the Conversations With San Bernardino Writers series. Due to the library's closing at 6:00 pm on Thursdays, the Foundation is going to investigate changing their meeting time to a day when the library is open until 8:00 pm. The various Foundation committees are working on mission statements. President Maureen Godfrey would like to hold a special workshop on the fundraising article distributed by the library director.

Agenda Planning:

March 2007 agenda: Discussion of Public Library Fund.

Future agenda items:

- Naming of Library rooms after donors.
- Policy regarding serving wine at library functions.

Due to scheduling conflicts, the March Board meeting has been rescheduled for March 9, 2007 at @ 2:00pm.
(Tillman-Vassilakos, unanimous).

Adjournment: The meeting was adjourned at 5:04 pm.

The next meeting of the Library Board of Trustees will be on Friday, March 9, 2007 at 2:00pm.

Respectfully submitted by David Mendoza, Computer Center Coordinator, on behalf of:

Marion Vassilakos
Secretary