

Minutes
San Bernardino Public Library
Board of Trustees
July 12, 2007
2:00 p.m.

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, CA.

Call to Order:

The meeting of the Board of Trustees was called to order by President Clark at 2:00 p.m.

Roll Call:

Present:

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

Ophelia Georgiev Roop, Library Director
Aurora Mendoza, Sr. Admin. Supervisor
Stephanie Easland, Deputy City Attorney
Crystal Bowerman, PT Library Clerk

Absent:

Dr. Thomas Rennard, Secretary

Approval of Minutes:

The minutes of the regular monthly meeting of the Board for June 14, 2007 were approved with corrections on page 2, Old Business – rephrasing of the last sentence of the second paragraph and change “the Board knows” for “the Board noted” and correction of a typographical error on page 3 to include \$ in front of 168,485. (Garcia – Vassilakos, unanimous)

Public:

None

Consent Items:

●Monthly Financial Statements:

Dr. Clark questioned the broker charges for the management of the library’s bequests and suggested the Board interview several other brokers. The Board would like to invite Mr. Clemens, the current broker to the Board’s September meeting.

The discussion of the May 2007 appropriations report focused on questions about balancing the library's budget since the electricity charges have exceeded greatly the City's allocation for those to the library.

- Communications/Correspondences:

The Board acknowledged the thank you letter to Rev. Norman Williams of First Christian Church for the Amazon.com donation of 12 children's books.

- Personnel:

Accept the resignation of Joel Kilpatrick, Library page, effective June 18, 2007.

The consent items were approved as presented. (Garcia –Tillman, unanimous)

Old Business:

- Library Budget:

The Board is not satisfied with how the PLF funds are accounted for. Dr. Garcia would like to know what has happened to the \$100,000 the City had been putting in the library's budget for books.

The Library Board of Trustees took the following action regarding the library budget for FY 2007/2008:

Motion: To place the \$95,000 Development Impact Fees into line item 5123/Library Books account. (Garcia – Vassilakos, unanimous)

Motion: To place the \$28,000 of "net surplus of PLF funds for the ten year period" as per the June 20, 2007 memo from City Manager Fred Wilson into line item 5181/Other Operating Expenses account. (Garcia – Tillman, unanimous)

Motion: to request a new line item for a Library Technology account. (Tillman – Vassilakos, unanimous)

Motion: To place \$25,000 of the \$116,000 PLF funds in Division 472 into this new line item/Library Technology account. (Garcia – Tillman, unanimous).

- Criteria for naming opportunities after library donors and/or volunteers:

Motion: That this item be continued to the September 13, 2007 meeting. (Vassilakos – Garcia, unanimous)

New Business:

- Serving wine at the Difficult Books Academy session on July 25, 2007:

The Board moved to deny the request due to concerns regarding the availability of wine to minors and the library's liability in the event one of the meeting's attendees got into an accident afterwards as result of drinking wine at the library. The Board

directed the library director to write Mr. Kessler explaining the reasons for the denial. (Vassilakos – Garcia, unanimous)

Closed Session: Government Code Section 54957:

Personnel Matters: Library Director's Evaluation

The Board convened in closed session at 4:00 p.m.

The Board reconvened in open session at 4:28 p.m.

Continued from June 14, 2007:

Library Director's Report:

- Computer upgrade update:
 - Great news: SBPL has been approved to receive E-Rate funding for wireless Internet access at all four libraries, for six switches at Feldheim and one for each branch and for maintenance agreements for the VoIP and the wireless equipment.
 - To-date list of expenditures.
 - TLC and SAM have been upgraded to the next versions.
 - The 34 Gates Foundation and the 24 InfoPeople computers have arrived.
- Letter from Public Opinion Research firm.
- Update on Mr. Grant's smoking restrictions requests.
- The presentation on librarianship at Lankershim School during Career Week was very successful. The 40 or so sixth graders participated actively in the discussion making this year's visit a very rewarding experience.
- Making Feldheim's auditorium and meeting rooms available to people to come in and cool off during the Fourth of July Parade was also a great success. Hopefully we will do this every year in the future.
- On July 11, 2007 the SB Police Department and the Western Inland Empire Coalition Against Hate presented an outstanding community forum on Hate Crimes & the Homeless at Feldheim Central Library. But due to lack of publicity it was attended only by 12 people, about half of them connected with the presentations.
- American Library Association Annual Conference attendance.
- List of items funded by FOL.
- The input into the San Bernardino Pioneers website has been completed. The library has received several commendations for it.
- The library's Big Read grant request was denied. One of the reasons – too much emphasis on a living writer.
- Library Programs:
 - Summer Reading Club started June 16th.
 - Harry Potter activities.
 - Difficult Books Academy is gaining popularity and has received good coverage in both newspapers - the Sun and the Press Enterprise.
 - Ray Bradbury lecture – October 2nd.

President's Report:

In June of this year Dr. Dorothy Garcia submitted to the Mayor her resignation from the Library Board of Trustees. Dr. Clark expressed the Board's regret about losing such a valuable and dedicated library volunteer. Dr. Garcia served on the Board of Trustees for nearly ten years, four of them as the president of the Board. She also worked on both library referenda campaigns.

San Bernardino City Library Foundation:

Foundation Board President Maureen Godfrey suggested that the two boards schedule a get-to-know-each-other meeting in the near future.

The Foundation is still working on extracting policies from previous minutes in order to prepare a policy manual.

Agenda Planning:

- Closed Session, re: to discuss the library director's goals and accomplishments for 2006-2007. Deputy City Attorney Easland recommended that a Closed Session be always listed on the Board's agenda.

- Invite Mr. Clement, the Board's current financial broker, to a meeting to discuss the investments of the Board's bequests.

- Ms. Vassilakos would like to have an agenda item to discuss cultural and educational programs at the library on Sundays.

Adjournment:

The meeting was adjourned at 5:42 p.m. (Garcia – Tillman, unanimous)

The next meeting of the Library Board of Trustees will be on Thursday, September 13, 2007.

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

Dr. Thomas Rennard
Secretary