

**Minutes**  
**San Bernardino Public Library**  
**Board of Trustees**  
**June 14, 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 2:03 p.m.

**Roll Call:**

Present:           Dr. Milton Clark, President  
                      Ms. Carolyn Tillman, Vice President  
                      Dr. Thomas Rennard, Secretary  
                      Dr. Dorothy Garcia, member  
                      Ms. Marion Vassilakos, member

                      Ms. Ophelia Georgiev Roop, Library Director  
                      Ms. Aurora Mendoza, Sr. Admin. Supervisor  
                      Ms. Stephanie Easland, Deputy City Attorney  
                      Mr. David Mendoza, Computer Lab Coordinator

**Public:**

None

**Approval of Minutes:**

- The minutes of the May 17, 2007 Board visit to the Villasenor Branch were approved as corrected. (Garcia – Vassilakos, unanimous)
  
- The Minutes of the May 17, 2007 regular monthly meeting of the Board were approved as corrected. (Garcia – Rennard, unanimous)
  
- The minutes of the May 24, 2007 special budget meeting of the Board were approved as presented. (Tillman – Vassilakos, unanimous)

**Consent Items:**

- Monthly financial statements:  
Dr. Rennard enquired about the interest received by the library from its investments with Morgan Stanley. Dr. Clark noted that the current report does

indeed show loss and that the library investment policy needs to be revisited in the near future.

- Communications/Correspondences:
  - Letter to Mr. Grant from the library director
  - Summary of the Library Board's discussion of and implementation plan for the recommendations for the Library in the Organizational Review conducted by Management Partners
  
- Personnel:
  - End of temporary work of David Hernandez, Library Page, effective June 2007
  - End of temporary work of Demetria J. Espinoza, Library Page, effective June 1, 2007

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

**Old Business:**

- Library Budget:
  - Public Library Fund:  
Deputy City Attorney Easland informed the Board that City Attorney Penman has placed the Public Library Fund on the closed session agenda of the City Council meeting for June 18, 2007.

Library Director Ophelia Georgiev Roop summarized the content of a memorandum about the May 30, 2007 meeting on the subject of the Public Library Fund between library management team members, City Manager Fred Wilson, Finance Department Director Barbara Pachon and Deputy Director Rita West and City Attorney James Penman and Deputy City Attorney Stephanie Easland. The Board discussed the materials prepared by the Finance Department for that meeting as well as the analysis prepared by the library management team of PLF funds received by the library in the last ten years. This analysis illustrates that the library's budgets of the last ten years do not reflect the increases in PLF funds received from the State Library. However, during the years when the PLF funds were cut, the library balanced those decreases internally with vacant positions and cuts in other expenditures. In the last ten years PLF funds in the amount of \$194,867, were not reflected in the library's annual budgets.

Ms. Mendoza suggested that the library place these funds, if allocated, in a technology budget line item because we desperately need it. Dr. Clark noted that he and the Board were not aware of that need. However, the Library Director noted that the library does not have and has never had a

technology budget and that every thing accomplished in the area of library information technology is due to the staff's hard work: preparing and submitting applications for e-rate funding, preparing and submitting applications for grants to the Gates Foundation and every other possible grantor, preparing requests for technology funding to the Friends of the Library and building relationships with community members which have resulted in substantial bequests specifically for technology. Mr. Ragon bequeathed \$268,000 for the purchase of The Library Corporation PAC (Public Access Catalogue), Ms. Sarah Rucker bequeathed \$168,485 for the purchase of all five 3M Security Gates as well as a five year annuity for the maintenance of these gates and Dolly Contreras bequeathed \$315,000 for the library's current technology upgrade.

Action on the PLF matter was deferred until the City Manager and the Finance Department have an opportunity to reply to the library's analysis.

▪FY2007/2008:

The Board discussed the PLF funds in the context of the FY2007/2008 Preliminary Budget published by the City. Also discussed were the operational budget needs items submitted by the library management team for City Council consideration.

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

President Clark asked that the library management prepare and submit to the Board for consideration a list of suggestions for naming opportunities.

▪Closed Session: Brown Act Section 54957

The Closed session of the Board convened at 3:27 p.m.

The Board reconvened in open session at 4:40 p.m.

**Motion:** That items 7 through 11 of this agenda be continued to the July 12, 2007 regular meeting of the Library Board of Trustees. (Garcia – Tillman, unanimous)

**Adjournment:**

The meeting was adjourned at 4:43 p.m. (Tillman – Garcia, unanimous)

The next meeting of the Library Board of Trustees will be on Thursday, July 12, 2007

Note: Dr. Rennard won't be able to attend the July 12, 2007 meeting.

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

Dr. Thomas Rennard  
Secretary