

Minutes
San Bernardino Public Library
Board of Trustees
April 10, 2008
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. 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 Clark at 2:07 p.m. Dr. Clark suggested the Board try to limit future meetings to two hours and adjourn by 4:00 p.m. The suggestion met with overwhelming approval.

Roll Call:

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

Ms. Ophelia Georgiev Roop, Library Director
Mr. Donn Dimichele, Deputy City Attorney

Mr. David Clement, Senior Vice President and Financial Advisor, Morgan Stanley

Approval of Minutes:

March 10, 2008

The minutes of the March 10, 2008 Board meeting were approved with a minor correction: Dr. Rennard asked if the minutes could reflect that his absence was an excused absence. (Vassilakos – Tillman, unanimous)

March 18, 2008

The minutes of the March 18, 2008 Board meeting were approved with correction of a typographical error on page 1, last line: from “enquired” to “inquired.” (Vassilakos – Tillman, unanimous)

Public Comments – Items Not On Agenda:

None

Consent Items:

- Monthly financial Statements
- Communications/Correspondences
- Personnel

Accept resignation from Sarah Sowers, Library Page, effective April 2, 2008
Accept resignation from Pedro Aguilar, Library Page, effective April 2, 2008
End of temporary work Lindsey S. Gers, Library Page, effective April 1, 2008

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

Old Business:

Library Budget

FY 2007/2008:

The library director reported that nothing substantive was discussed at the April 7, 2008 City Council budget meeting. The Council adopted the list of department heads' recommendations for balancing the budget for the remainder of FY 2007/2008. That list was presented to the Board at an earlier meeting.

The City administration is investigating if a "Golden Handshake" retirement package would provide advantages for salary savings.

Discussion of staff reduction occasioned a discussion about the use of the county's work experience force instead of paid staff. The library director will follow up on this with the contact provided by Ms. Hurst.

FY 2008/2009 Budget Title Pages and Summary:

Every year the City's budget book includes a brief narrative description of each department, an abbreviated organizational chart, the department's accomplishments for the previous year and its goals for the coming fiscal year. The abbreviated organizational chart occasioned discussion of the library's actual organizational chart. After reviewing the title pages prepared by the library management team, the Board revised the wording of two goals for greater accuracy and clarity. The budget title pages and summary were approved with the revisions. (Vassilakos – Hurst, unanimous)

New Business:

Mr. Clement, the Board's financial advisor, arrived at 3:00 pm to discuss the Board's bequest investments. Dr. Clark welcomed Mr. Clement and thanked him for taking the time to address the Board. Mr. Clement clarified a number of issues regarding the bequest investments, i.e., how fees are assessed, the actual interest earned to date and whether or not the Board has any reason for concern regarding the way these funds are invested.

Mr. Clement assured the Board that the next report issued by Morgan Stanley would reflect the initial investments in order to provide a historical view. Dr. Clark suggested that the Board review at some future date, all the accounts to assure that bequest restrictions are not violated. At some point the interest needs to be split and assigned to the restricted funds.

President's Report:

Dr. Clark reported on his meeting with D'Ann Lanning who has recently married and will be moving to Washington D.C. by the end of the year - a great loss for the City.

The Mayor continues to support the library in every way he can and is very excited about a possible collaboration between the CSUSB Literacy Center and SBPL in creating a Children's

Library at the University. Dr. Clark has initiated discussions with Dr. Caballero and other interested parties regarding the possible Children's Library.

Dr. Clark reminded the library director that the Board should work on a general policy for serving wine at library events. Ms. Georgiev Roop brought up the need for a policy on how to handle patrons harassing library staff. Mr. Dimichele offered to follow up on both issues.

Library Director's Report:

- Ms. Mendoza has been awarded a Citizen of Achievement Award from the League of Women Voters
- Library director Ophelia Georgiev Roop was one of nine to receive a "Living Legend" Award from the San Bernardino City Unified School District for contributions to creating a "City of Readers"
- Although the library's wireless network has not been advertised as yet, it had 713 users in March - averaging 23 per day
- Author Ray Bradbury is interested in presenting another literary evening in San Bernardino; he would like to make that a fundraiser for the library; the library director will be bringing this issue to the Board sometime in the future
- Brief report on the American Library Association annual conference in Minneapolis
- Report on attending a mandatory sexual harassment workshop
- Reminder to the Board to attend the annual Volunteer Appreciation Breakfast on April 15 at 9:00 a.m.

San Bernardino City Library Foundation:

The Foundation Board's latest meeting was on April 2nd. The Foundation would like to receive further assurances of the Council's commitment to fund the annual operation of a mobile library and not to close any of the branches before the bookmobile is ordered.

The Foundation's annual meeting is on April 17th, keynote speaker will be Mr. Steve Lambert, editor of the **Sun** newspaper.

Agenda planning:

- Feedback on the Canon photocopiers and printers
- Policy for serving alcoholic beverages at events in the library
- Patron harassment of staff policy
- Ray Bradbury fundraiser
- Bequest investments

Adjournment:

The meeting was adjourned at 4:12 p.m.

The next meeting of the Library Board of Trustees will be on Thursday, May 8, 2008 at 2:00 p.m.

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

Dr. Thomas Rennard
Secretary