

LIBRARY BOARD OF TRUSTEES MEETING

Tuesday, February 9, 2010

4:30 p.m.

LOCAL HISTORY ROOM
PORTERVILLE PUBLIC LIBRARY

AGENDA

I. CALL TO ORDER

- II. ROLL CALL
- | | |
|-------------------------------------|-----------|
| Ellen Nichols, Chair | (10/2012) |
| Obdulia Guzmán Alvarado, Vice Chair | (10/2010) |
| Joe Moreno | (10/2011) |
| Catherine E. May | (10/2010) |
| Joseph Carter | (10/2012) |

III. ORAL/WRITTEN COMMUNICATIONS FROM PUBLIC

All items not scheduled should be addressed to the Library Board at this time during Oral Communication. Anyone wishing to address the Library Board should state their name for the record. In order to proceed in a timely manner, please limit the duration of your comments to three (3) minutes.

IV. APPROVAL OF MINUTES

Last regularly scheduled meeting, January 12, 2010 and Joint City Council/Library Board meeting, January 12, 2010 – Consider

V. SCHEDULED MATTERS

- A) Library Highlights –review notable library events and programs for January
- B) CALTAC Library Leadership Workshop – consider attendance and funding
- C) Other Matters, Future Agenda Items and Announcements

VI. ADJOURNMENT

Establish next meeting date & time

In compliance with the Americans with Disabilities Act and the California Ralph M. Brown Act, if you need special assistance to participate in this meeting, or to be able to access this agenda and documents in the agenda packet, please contact the Office of City Clerk at (559) 782-7464. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting and/or provision of an appropriate alternative format of the agenda and documents in the agenda packet.

Materials related to an item on this Agenda submitted to the Library Board of Trustees after distribution of the Agenda packet are available for public inspection during normal business hours at the Library, 41 West Thurman Avenue, Porterville, CA 93257.

The mission of the Porterville Public Library is to be a visible learning center for our community by providing materials and services to area residents of all ages for personal enrichment, the power of information, and the joy of reading.

LIBRARY BOARD OF TRUSTEES

Tuesday, February 9, 2010

4:30 p.m.

STAFF COMMENTS

A) Library Highlights

- December 21, 2009- the Library Division implemented winter break hours: Monday – Thursday 9am to 8pm, Friday & Saturday 9am to 6 pm. The winter break hours ran through January 9, 2010.
- In January, the Library announced a new customer service feature that allows the system to send out Pre-Overdue Notices via e-mail to patrons for items approaching their due date.
- January 1, 2010- Get Wrapped Up in Reading Program started and ran until January 30, 2010, there were 98 participants. We had 7 lucky winners who received various prizes.
- January 16, 2010- Villa Robles Apartments Community Event. Staff participated in the community outreach event and had a booth to distribute information about library programs and services.
- January 19, 2010- Council Agenda Item – Library and Community Room Space Considerations. Council took action to approve reallocation of the library and community room space within the Library Power and Bandwidth Improvement Project. Information to identify the associated cost of design and construction is underway and a second report on feasibility will be presented to Council in the Spring.
- January 30, 2010- staff held a computer class on Introduction to Computers.

B) CALTAC Library Leadership Workshop

At the last meeting Vikki announced that all Library Board members' membership to CALTAC had been initiated or renewed. Ellen had brought her CALTAC newsletter and inquired about funding for attending workshops.

Guidelines for Library Board of Trustees to attend workshops and/or conferences:

- Requests should be made as timely as possible in coordination with the annual budget development/planning process.
- Requests that have not been budgeted will be considered pending availability of funds at the discretion of the Parks & Leisure Director and City Librarian.
- The Library Board is encouraged to seek opportunities that advance their community advocacy efforts and if attending workshops and/or conferences is a Board priority, the Board may desire to emphasize this message to Council for consideration.

The current 2009-2010 budget does not allow for travel to workshops. Staff would suggest that the Board review opportunities that would fall in 2010-2011 so requests can be reviewed in the upcoming Department Budget Planning Process.

C) Other Matters, Future Agenda Items and Announcements

Any other matters and future agenda items will be at the discretion of the Board. The items will be added to the agenda for the next regular meeting currently scheduled for Tuesday, March 9, 2010.

LIBRARY BOARD OF TRUSTEES MEETING
MEETING MINUTES
Tuesday, January 12, 2010

I. CALL TO ORDER

The Regular Session of the library Board of Trustees was called to order at 4:33 pm in the Library's Local History Room.

II. ROLL CALL

| | | |
|----------|-------------------------------------|-----------|
| Present: | Ellen Nichols, Chair | (10/2012) |
| | Obdulia Guzmán Alvarado, Vice Chair | (10/2010) |
| | Joe Moreno | (10/2011) |
| | Catherine E. May | (10/2010) |
| | Joseph Carter | (10/2012) |

| | |
|----------------|--------------------------------------|
| Staff Present: | Vikki Cervantes, City Librarian |
| | Anthony Arellano, Library Supervisor |

III. ORAL/WRITTEN COMMUNICATIONS FROM THE PUBLIC

None, there were no members of the public present.

IV. APPROVAL OF MINUTES

Joe Moreno motioned for approval of the minutes of December 8, 2009, Obdulia Guzman Alvarado seconded, and the motion passed unanimously.

V. SCHEDULED MATTERS

A) Library Highlights

The Library Board reviewed the Library Highlights. No action taken.

B) Library Facility Planning

Ellen Nichols asked for clarifications regarding service roles and wikis. No action taken.

C) Library Space Usage

Ellen inquired as to what needed to be done next. Vikki responded that the staff report was being prepared to go to City Council, possibly for the January 19 meeting, and that the Board members would be contacted via phone or email. No action taken.

D) Other Matters, Future Agenda Items and Announcements

Other Matters

- Joseph Carter asked how the library handles donations of materials. Vikki offered a brief outline of how materials donated were handled by staff. First staff reviews the materials for inclusion into the collection. Materials that are not added into the library collection are then donated to the Friends of the Library.
- Obdulia asked for an updated contact list; staff made her a copy of the contact list that was distributed at the end of the December meeting.

Future Agenda Items

- CALTAC Library Leadership Workshop attendance and funding

Announcements

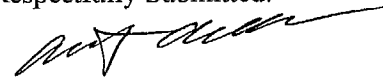
- Vikki announced that all Library Board members' membership has been initiated or renewed
- Joseph will be out of town for the Library Board meeting in March.

IV. NEXT MEETING

The next regular meeting of the Board will be Tuesday, February 9 at 4:30 p.m. in the Library Local History Room.

V. ADJOURNMENT: 5:02 pm; Adjourned to Joint Meeting at 6 pm in the Community Room.

Respectfully Submitted:



Anthony Arellano, Library Supervisor

**PORTERVILLE CITY COUNCIL/LIBRARY BOARD OF TRUSTEES
JOINT MEETING MINUTES
MUNICIPAL LIBRARY
COMMUNITY ROOM, 2ND FLOOR
41 WEST THURMAN AVENUE, PORTERVILLE, CALIFORNIA
JANUARY 12, 2010, 5:30 P.M.**

Called to Order at 5:31 p.m.

Roll Call: Porterville City Council: Council Member Felipe Martinez, Vice Mayor Ward, Mayor McCracken
Absent: Council Member Hamilton, Council Member Pedro Martinez
Porterville Library Board of Trustees: Member Carter, Member Moreno, Member May, Vice Chair Alvarado, Chair Nichols

Pledge of Allegiance Led by Vice Mayor Brian Ward
Invocation – a moment of silence was observed.

ORAL COMMUNICATIONS

None

WRITTEN COMMUNICATIONS

- City Manager Lollis noted for the record that written communication had been received from Pat Beck, President of the Friends of the Library and had been distributed to the Council and the Library Board of Trustees.

SCHEDULED MATTERS

1. CONSIDER LIBRARY PLANNING PROCESS AND ACCEPTANCE OF LIBRARY FACILITIES AND SPACE NEEDS ASSESSMENT

City Manager Lollis introduced the item. Librarian Vikki Cervantes and Parks and Leisure Services Director Jim Perrine presented the staff report.

Rebecca Carley, Library Facility Planning Committee (LFPC) member gave a Powerpoint presentation about library service roles.

Library Board Member Joe Moreno spoke about the empowering quality of the library.

Pat Beck, President of Friends of the Library and LFPC member, spoke of the current library's shortcomings and the need for expansion of services.

Library Board and LFPC Member Catherine May spoke about her love for libraries, and the importance of libraries in the lives of children and teens.

Parks and Leisure Services Director Perrine identified site evaluation, funding evaluation, and community advocacy as the next steps in the process, should the Council approve commencement of such efforts.

Council Member Felipe Martinez complimented Rebecca Carley on an enthusiastic presentation, and suggested that options for County participation be explored.

Library Board Member Moreno spoke about the importance of partnerships.

Vice Mayor Ward spoke in favor of exploring short term improvements to the City's current library facility. He expressed his concern regarding the capital facility and operational costs of a new facility, and technological advances in the dissemination of information.

Mayor McCracken spoke of the library's service area, and inquired if the report took into consideration population increases in the nearby communities. A discussion ensued with regard to the servicing of nearby communities and the unincorporated County populations.

COUNCIL ACTION: MOVED by Council Member Felipe Martinez, SECONDED by Vice Mayor Ward that the City Council accept the Library Facilities and Space Needs Assessment of October 2009 as complete.
M.O. 01-011210

AYES: F. Martinez, Ward, McCracken
NOES: None
ABSTAIN: None
ABSENT: Hamilton, P. Martinez

Council Member Felipe Martinez made a motion that the City Council direct the Park and Leisure Services Director and the Library Facilities Planning Committee to approach the County about the possibility of a partnership and to commence the funding evaluation. The motion was seconded by Vice Mayor Ward. Mayor McCracken then offered a friendly amendment to include directing the committee to identify site requirements. The amendment was accepted by Council Member Martinez.

COUNCIL ACTION: MOVED by Council Member Felipe Martinez, SECONDED by Vice Mayor Ward that the City Council direct Park and Leisure Services Director and the Library Facilities Planning Committee to approach the County about the possibility of a partnership, commence the funding evaluation and the identification of site requirements.
M.O. 02-01122010

AYES: F. Martinez, Ward, McCracken
NOES: None
ABSTAIN: None
ABSENT: Hamilton, P. Martinez

Disposition: Approved, and direction given.

ORAL COMMUNICATIONS

- Greg Shelton, 888 N. Williford Drive, spoke against spending money on evaluations and planning efforts; expressed concern with building a facility that the City would not be able to afford to keep open; and spoke in favor of renovating the current library facility.

ADJOURNMENT

The Council adjourned at 7:15 p.m. to the meeting of January 19, 2010.

The Library Board adjourned at 7:15 p.m. to the meeting of February 9, 2010.

SEAL

Luisa Herrera, Deputy City Clerk

Pete V. McCracken, Mayor

Ellen Nichols, Chair