

MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
BUENA PARK LIBRARY DISTRICT
November 15, 2011

CALL TO ORDER: President Salts called the meeting to order at 5:30 p.m.

PLEDGE OF ALLEGIANCE: Trustee Salehi led the flag salute.

ROLL CALL

Board Members Present: Trustee Ganer, Trustee Miller, Trustee Salehi and Trustee Salts

Staff Present: Mary McCasland, Interim Library Director, and Kathleen Bermosk,
Administrative Assistant.

At this point, President Salts suggested that the posted order of the Agenda be changed after Item a) Interview Candidates for the Vacancy on the Library Board of Trustees, under NEW BUSINESS. The Board will go into Closed Session immediately after the interviews to decide which candidate to recommend for appointment by the Orange County Board of Supervisors. The other Board members agreed to this change in the Agenda order.

I. ACTION ON MINUTES

a) Regular Meeting of October 4, 2011

MOTION by Trustee Salehi to approve the Minutes of the Regular Meeting of October 4, 2011. SECOND by Trustee Ganer.

AYES: Trustee Ganer, Trustee Miller, Trustee Salehi, Trustee Salts

Motion approved.

b) Special Meeting of October 13, 2011

MOTION by Trustee Miller to approve the Minutes of the Special Meeting of October 13, 2011. SECOND by Trustee Ganer

AYES: Trustee Ganer, Trustee Miller, Trustee Salehi, Trustee Salts

Motion approved.

c) Special Meeting of October 28, 2011

MOTION by Trustee Ganer to approve the Minutes of the Special Meeting of October 28, 2011. SECOND by Trustee Salehi

AYES: Trustee Ganer, Trustee Miller, Trustee Salehi, Trustee Salts

Motion approved.

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d) Special Meeting of November 8, 2011

MOTION by Trustee Miller to approve the Minutes of the Special Meeting of November 8, 2011. SECOND by Trustee Salehi

AYES: Trustee Ganer, Trustee Miller, Trustee Salehi, Trustee Salts

Motion approved.

II. ORAL COMMUNICATION

a) From Public concerning non-agenda items

None.

b) Board Members' Reports on conferences attended or meetings scheduled

None.

c) Volunteer Guild Report

Marilyn Lowery reported that although the Bookstore noticed less than normal activity in October, they made \$2,009 due to very good sales in the latter part of the month. In October, hardback fiction books were priced at 99 cents. Currently, two tables highlight the beautiful art books and photography books which are priced a bit higher than the normal stock. A table of handcrafted items donated by the Knitter's Club, along with cards and Christmas books, has been set out for sale. There are boxes of decorative pins that will be sold during the holidays. The Guild Bookstore will be closed all of Thanksgiving week, but will re-open the following Tuesday. Volunteers continue to work in the overstock area and the shelves are emptying as the books are placed out for sale. All hardback fiction is now on the shelves in alphabetical order by author.

III. CORRESPONDENCE

a) Patrons' Suggestions from individuals requesting purchase of materials or proposing changes to Library operations.

No comment or questions.

b) Management Team Minutes, Director's Report and Youth Services Activities

In addition to the Director's written report, Mary McCasland announced that the Fullerton Public Library recently completed their expansion and renovation and will subsequently receive the 2011 Facility of the Year Award presented by the American Public Works Association of California.

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A new program called Fantabulous Fridays is being well attended. The Director complimented Children's Librarian Mary Ivelia who initiated this program to celebrate the end of the school week and to boost story time attendance on Fridays.

A fund-raising letter from the Orange County Council of Boy Scouts of America includes a story about a chance meeting here at Buena Park Library between a Boy Scout troop and a young boy with numerous health problems who has become a boy scout. This is another example of how libraries continue to make a difference in people's lives.

Mary stated that the state of California is short \$1.5 billion, so it is good we chose not to rely on receiving revenue from them this year.

Mary passed out pictures from the Halloween costume party and the duct tape wallet program. Trustee Miller commented on the success of the teen volunteers. President Salts complimented staff for noticing the need for and initiating programming changes, and the support given to new ideas.

Mary added that everything went well and there were no problems during the California Shake Out earthquake evacuation held in the Library on October 20.

IV. FINANCIAL AND MONTHLY REPORTS FROM THE OFFICE OF THE DIRECTOR

- a) Revenue - \$325,557 and Expenditure \$560,128 - Budget vs. Actual Report July 1, 2011 through October 31, 2011
- b) Balance Sheet as of October 31, 2011

Trustee Miller asked questions about the financial reports that Mary will clarify with the Business Officer.

- c) Check Register as of October 31, 2011

No comments or questions.

- d) Monthly Statistical Report for October 2011

Trustee Ganer asked about the sharp drop in Missed Reservations.

V. NEW BUSINESS

- a) Interview Candidates for the Vacancy on the Library Board of Trustees

President Salts welcomed the three trustee candidates. He explained that each

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candidate would have 20 minutes to introduce themselves and answer eight questions from the Board. One candidate would be interviewed while the other two candidates waited in the administration office. The Board would interview each candidate before recessing into Closed Session to determine their recommendation for appointment by the Orange County Board of Supervisors. The candidates each took turns drawing a stick numbered 1, 2 or 3 to ascertain their interview order. Candidate Steven Tubbs picked #1, Mary Fuhrman picked #2, and Harriett Reed picked #3.

The candidate interviews were completed in Open Session.

MOTION was made by Trustee Ganer to recess into Closed Session. Second by Trustee Miller.

VIII. CLOSED SESSION

a) Trustee Candidates

The Board recessed into Closed Session at 6:37 p.m.

The Board reconvened into Open Session at 6:57 p.m.

President Salts thanked each candidate for their genuine interest in the Library and said they were all excellent candidates; however, only one trustee could be selected. He reported that during Closed Session, the Board unanimously selected Mary Fuhrman as their recommendation to the Orange County Board of Supervisors. Trustee Miller reiterated President Salts' sentiments to the candidates and further stated that there were many ways they could volunteer for the Library. The Board would be honored and privileged if they chose to do so.

At this point, President Salts re-directed the Board to Item b) under NEW BUSINESS on the posted agenda.

V. NEW BUSINESS

b) Discussion of Making the Library Parking Lot Available to Local Churches for Food Drives

Trustee Salehi brought this item to the Board for consideration. After a discussion of the local food collection programs in this area, the Library's liability for on-site distribution of food, and staff time involved for projects like this, it was decided to research ways that the Library could help those less fortunate within the community. Trustee Ganer asked if the Wish List Christmas Tree would be implemented again this year. Mary will confirm this with staff.

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VI. FUTURE AGENDA ITEMS

- a) Request for Study Session in December to Discuss the Budget

Trustee Miller stated that an extended discussion of the budget will still occur in December even though a new director has not been selected yet.

VII. CONSENT CALENDAR

- a) Unpaid Bills Detail October 2011

MOTION to approve the Consent Calendar by Trustee Miller.
SECOND by Trustee Ganer.

AYES: Trustee Ganer, Trustee Miller, Trustee Salehi, Trustee Salts

Motion approved unanimously.

ADJOURNMENT

MOTION by Trustee Ganer to adjourn the meeting. SECOND by Trustee Salehi

AYES: Trustee Ganer, Trustee Miller, Trustee Salehi, Trustee Salts

Motion approved. The meeting stood adjourned at 7:12 p.m.

Submitted by,



Patricia M. Ganer
Board Secretary