

# CITY OF ORANGE LIBRARY SERVICES DEPARTMENT ORANGE PUBLIC LIBRARY BOARD OF TRUSTEES

Monday, January 23, 3 p.m.

Orange Public Library & History Center, Orange Rotary Conference Room 407 E. Chapman Avenue, Orange CA 92866

# I. CALL TO ORDER (3:10 p.m.)

#### 1.1 Pledge of Allegiance

Chair Collins led the Pledge of Allegiance.

#### 1.2 Roll Call

Trustees Present: Chair Nancy Collins, Vice Chair Jonell Schlund, Trustee

Steven Freeman and Trustee VanVoorst

Absent: Trustee Marianne Hugo

Staff Present: Library Services Director Yolanda Moreno, Acting Library

Services Director Rosanne Miller, and Executive Assistant Jan

Reichert

#### 1.3 Adoption of Agenda

Chair Collins asked to add "Letter to City Council" under Old Business; Trustee Freeman moved to adopt the agenda as amended; Vice Chair Schlund seconded the motion, and it carried unanimously.

#### 1.4 Approval of Minutes

Vice Chair Schlund moved to approve the minutes of the December 19, 2011 meeting as presented; Trustee Van Voorst seconded the motion and it carried unanimously.

#### II. LIBRARY DIRECTOR'S REPORT

#### 2.1 Monthly Report for January 2012

Ms. Moreno gave a verbal report:

• Staff Development Day was Monday, January 16 and the theme was "Take the Lead". There were fun activities, team building exercises, and good food. The guest speaker spoke on "Leading the Library during

Difficult Times. One group activity staff participated in was to come up with ideas that they would like to see at the library. A list of these ideas will be put together with the intent of one or two being selected that the library can do. She thanked Library Board of Trustees who attended the technology portion of the day.

- She met with Deputy City Manager Irma Hernandez who will be presenting a report on expanding library hours & services with the current library budget. This request was brought forth by Council Member Fred Whitaker at the Tuesday, December 13, City Council meeting who asked if staff could look at alternative methods for expanding library hours and services. Mayor Pro Tem Tita Smith also requested 10 years of library accomplishments be included in the report. Ms. Hernandez and Ms. Moreno will work together on putting together this report.
- Budget for FY12/13 is due February 1. The library is proceeding with the same numbers we currently have. The entire budget preparation and presentation will be handled by Acting Assistant Library Director Rosanne Miller.
- She flew to Sacramento on Tuesday, January 17 for the day. All Public Library Directors were invited to Sacramento to discuss Governor Jerry Brown's cuts in the budget, primarily the Public Library Fund (PLF) and Transaction Based Revenue (TBR). Orange Public Library pays an annual fee to belong to the Southern California Library Cooperative (SCLC) which provides a delivery service of library materials to other SCLC libraries. The directors found out that this delivery service will be cut as well. It was decided that all Orange County Library Director's will meet monthly to discuss their options: 1) Should we continue with SCLC; 2) Form our own OC Group; and 3) Discuss how to work out the delivery service. These and other issues pertaining to public libraries will be discussed at the monthly meetings. The first meeting was January 12 and the next meeting is scheduled for early February.
- Library Wish List presented to the Friends of the Orange Public Library (FOPL) at its January meeting. She asked for an immediate response for five of the items because of renewal deadlines that are quickly approaching. FOPL will not provide funding for E-Books and Freegal, but will for Wowbrary, Summer Reading Program and Rocket Languages. The remainder of the items on the Wish List will be voted on at the FOPL February meeting.
- The library received \$1,200 gift card from the Barnes & Noble Christmas promotion. Barnes & Noble Community Relations Manager Shay Beckman expressed interest in hosting another library Bookfair in April or May.

# 2.2 Financial Report for December 2011

Received and filed. The library is on target with its spending.

#### III. BOARD REPORTS

# 3.1 Report from Chair

Chair Collins and Trustee Freeman met with the President of Library System & Services LLC (LSSI) & LSSI Lobbyist Matt Cunningham. LSSI presented their model to Chair Collins and Trustee Freeman on how they can extend library hours without spending additional money. Chair Collins invited LSSI to the February 27 Library Board of Trustees meeting to share their model with the other Trustees. Deputy City Manager Irma Hernandez will also be invited to this meeting. She received an email from Mayor Pro Tem Tita Smith wanting the both of them to visit libraries that have gone with LSSI. She also suggested inviting Mayor Pro Tem Tita Smith to the March Library Board of Trustees meeting so that she can hear Trustees input regarding their meeting with LSSI.

# 3.2 Report from Orange Public Library Foundation Liaison (OPLF)

Ms. Moreno, for Liaison Ms. Schlund, reported that the Wish List was presented to OPLF. President Kim Nichols told Ms. Moreno that the Wish List will be considered after the Gala in April. Instead of mailing Save the Date cards for the Gala an E-mail blast will go out. Their first Adult Documentary Film, *Buck*, had approximately 50 people and received a lot of positive feedback. The Five Guys Restaurant fundraiser brought in approximately \$125. OPLF's current focus is on the Gala, securing underwriters for the event and securing donations for the gift baskets.

#### 3.3 Reports from Trustees

Trustee VanVoorst enjoyed attending the Staff Development Day. She added that it's important to have these types of events in a relaxed atmosphere that include fun activities and team building exercises. Chair Collins added the importance of Trustees being more visible to staff and so they are aware that Trustees are there to support them.

#### 3.4 Report from Friends of the Orange Public Library (FOPL) Liaison

Liaison Trustee Freeman reported that FOPL is not in favor of LSSI taking over the Orange Public Library because they are a for-profit group. FOPL had a record year in income received in 2011, and 2012 is seeing a significant increase in book donations. It was also noted by FOPL President Peter Wetzel that the past three to four years FOPL donated more to the city than was brought in. FOPL is cleaning out the bookstore in preparation for the Book Sale on Saturday, March 17. They are still looking for an Internet Sales Director. A profit of \$4,240 has been made off Internet Sales to date. FOPL will receive the Florence Flippen Smiley Award from the Orange Community Historical Society at its annual awards banquet on Thursday, January 26<sup>th</sup> for the money given to Orange Public Library for its Local History Digitization Project.

#### IV. OLD BUSINESS

#### 4.1 Geek the Library

Acting Assistant Library Services Director Rosanne Miller reported that the "Geek the Library" kick-off will be Thursday, February 14, 2-4 p.m. in the Main Library community room. "Geek the Library" is a nine month community awareness program about the value of libraries and the critical funding issues they face. The new "geek" is not a nerdy word but one that means to love, enjoy and celebrate. Free materials such as stickers, t-shirts, banners and posters have been received. She added that the goal is to invite VIP's (such as City Council, City Department Heads, Library Board of Trustees, etc.) to come and have their picture taken in support of this community awareness program. She invited the Trustees to get their picture taken promoting something that they "geek." A professional photographer will be on hand at the February 14<sup>th</sup> kick-off to take pictures. Publicity will be displayed throughout the library and on the library website. Chair Collins encouraged Trustees to attend the kick-off on February 14<sup>th</sup> and wear their "Geek the Library" t-shirt.

Ms. Miller brought up the idea of hosting a booth at the Orange International Street Fair during Labor Day weekend to promote "Geek the Library. She said the cost for the 3-day event would be \$500. It was discussed and decided that a better idea would be to set up a booth in front of the library during Labor Day weekend. It was also mentioned that OPLF rents parking spaces at the library during the Orange International Street Fair so there will be plenty of foot traffic, and setting up a booth in front of the library will not cost any money. Everyone liked this idea so this will be discussed at a later Board Meeting.

# 4.2 Neighborhood Involvement Ideas Including Orange Home Grown Chair Collins will contact the organizers to let them know that Trustees and OPLF will host a booth starting Saturday, Feb. 18 and every other month thereafter. She indicated this would be a good opportunity to promote Geek the Library. She volunteered to work the booth on Feb. 18, but if she is unavailable she will ask for volunteers.

# 4.3 Children's Garden Safety Issues Letter to City Council

Chair Collins drafted a letter to City Council addressing their concerns about the safety issues concerned with the egress and exit in the Children's Garden. The letter was discussed with the Trustees suggesting minor changes. **Trustee**Freeman made a motion to approve the letter as amended; Trustee

VanVoorst seconded the motion and it carried unanimously. Ms. Reichert will type the letter for Chair Collins signature, and then forward it to City Council with "cc" to City Manager John Sibley and Ms. Moreno.

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#### V. NEW BUSINESS

#### **5.1** Local Schools Open House Events

Chair Collins will follow-up with former OUSD Board Member Kim Nichols on how best to get in contact with the school principals. The Trustees were in agreement to visit the local schools during their open house in May and setup a table promoting the library and "Geek the Library." Their focus will be on the schools that are in proximity to each of the libraries: California, Handy, Cambridge, West Orange and Palmyra. In addition to the school principals, it was also mentioned that it might be helpful to talk with the PTA chair for each school. Chair Collins will do the follow-up for this and report back at the February Board Meeting.

#### V. ANNOUNCEMENTS

- Family Game Nights, Wednesday, December 21 & January 18, 2012, 5:30-7 p.m., Orange Public Library & History Center, community room
- ➤ Chill Out with a Good Book Ends, Thursday, December 22. All prizes must be picked up by January 31, 2012
- ➤ Free Program for Adults, Get Organized for the New Year, Tuesday, January 9, 2012, 5:30-6:30 p.m., Orange Public Library & History Center, community room. Registration is required
- ➤ Free Teen Program, Bead it Up!, Wednesday, January 18, 2012, 4-5:30 p.m., Orange Public Library & History Center, community room
- ➤ Free Program for Adults, Intro to Twitter for Business, Tuesday, January 18, 9-10:45 a.m., Orange Public Library & History Center, Adult Reference area, 2<sup>nd</sup> floor. Registration is required

#### VII. PUBLIC COMMENT

None

#### VIII. ADJOURNMENT

Vice Chair Schlund moved, and Trustee Freeman seconded the motion to adjourn the meeting at 4:40 p.m. The motion carried unanimously. The next meeting will be held on Monday, February 27\*, 3 p.m., Orange Public Library & History Center, Orange Rotary Conference Room, 407 E. Chapman Avenue, Orange, CA 92866 \*Note: this is the 4<sup>th</sup> Monday of the month; the 3<sup>rd</sup> Monday is President's Day and the library is closed.

Yolanda Moreno, Library Services Director	Attested on