CITY OF ORANGE LIBRARY SERVICES DEPARTMENT
ORANGE PUBLIC LIBRARY
BOARD OF TRUSTEES
Minutes of Board Meeting held September 17, 2007
Staff Conference Room
Orange Public Library & History Center, 407 E. Chapman Avenue, Orange

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

1.1 Pledge of Allegiance

Chair Douglas Westfall led the Pledge of Allegiance.

1.2 Roll Call

Trustees Present: Chair Douglas Westfall, Vice Chair Jonell Schlund, and Trustee Paul Hughes.

Absent: Trustee Mark Clemens and Trustee Nancy Collins.

Staff Present: Library Services Director Nora Jacob and Admin Assistant Jan Reichert.

1.3 Adoption of Agenda

Vice Chair Schlund moved to approve the agenda as presented; Trustee Hughes seconded the motion, and it carried unanimously.

1.4 Approval of Minutes

Vice Chair Schlund moved to approve the minutes of the August 20, 2007 meeting as presented; Trustee Hughes seconded the motion, and it carried unanimously.

II. LIBRARY DIRECTOR'S REPORT

2.1 Monthly Report for August 2007

Ms. Jacob reported on "&NOW 2008," a festival of innovative literature and art. It began in 2004 at Notre Dame University. Chapman University is bringing this festival to the west coast is predicting the event will attract as many as 250 people from Southern California. The upcoming "&NOW" will take place April 15-17, 2008. In collaboration with Chapman University, Orange Public Library & History Center is organizing a "BookWalk" on Wednesday, April 16, 2008. From Chapman University Leatherby Libraries to Orange Public Library & History Center, volunteers will line Center Street and read aloud for two hour (4-6 p.m.) from the same book. Ms. Jacob asked Trustees to think about a book or readings that people would connect with – traditional, classic and American. Suggestions were offered, including Thornton Wilder's play, *Our Town.* More details to follow as the event date gets closer.

Ms. Jacob also reported that Orange Public Library Foundation Campaign Coordinator Julie Kramer started work on Monday, Sept. 17. Julie will be located in the Library Admin area.

2.2 Financial Report for August 2007
Received and filed.

III. BOARD REPORTS

3.1 Report from Chair Westfall
Chair Westfall thanked Trustee Hughes for his article on literacy, *The Author's Apprentice*, which ran in the Fall '07 issue of the Orange Progress. Trustee Hughes graciously agreed to submit another article for the Winter '08 issue.

3.2 Report from Foundation Liaison
There was no Board meeting in September. The next meeting is set for Monday, October 8.

3.3 Reports from Trustees
None.

IV. OLD BUSINESS

4.1 Debriefing: Spelling Bee in support of Adult Literacy Program (Sept. 15)
Ms. Jacob reported that the 1st Annual Orange Spelling Bee was a success. The Children's Bees started at noon and were finished by 4 p.m. The Adult Bee ran from 6-9 p.m. and engaged everyone in attendance because it was both very fun and very interesting/challenging. Great generosity was demonstrated, and the event raised more than $16,000 for adult literacy.

Recommendations for next year:

- Put together words and sentences for all grade levels well in advance of event day.
- Ask Trustee Paul Hughes to be the "word guy" in creating sample sentences.
- Give medals to the top four winners in each category, not the top three.
- Limit participation to City of Orange individuals, families, and organizations.
- Consider sororities/fraternities from Chapman University and OUSD staff and teachers for additional teams.
- Move date to October/November 2008 timeframe.

Ms. Jacob publicly acknowledged volunteer Michele Hughes for her gracious and friendly attitude and help with the Spelling Bee.

A meeting will be held in the near future with the Trustees to go over the above recommendations and any other issues related to the Spelling Bee.

4.2 Development of policy to ensure USA Patriot Act compliance
Ms. Jacob is working on a draft policy on the library's compliance, for review by Trustees. Meantime, she is encouraging Trustees to watch the DVD *Security vs Liberty: The Other War* provided by Traffic Commissioner Wayne King. The DVD explores the struggles to set the right balance between security and liberty. Chair Westfall will be the first Trustee to view the DVD.

V. NEW BUSINESS

5.1 Strategic Planning Process, City of Orange

Ms. Jacob reported that department representatives have met and begun work on the City's Strategic Plan. The Orange City Council has held one study session on this already, with a second study session coming up in October. The library representatives are Nora Jacob, Yolanda Moreno, and Irma Morales. Once adopted, Ms. Jacob will report on the new Strategic Plan to the Trustees and will discuss how Orange Public Library intends to operationalize its goals and initiatives.

VI. ANNOUNCEMENTS

- Monday, September 24, 2007: "Voices of the World" program of historic memoirs of Orange residents, presented by the Santiago Canyon College Debate Team, 5:30-7 p.m., community room, Orange Public Library & History Center [Year of the Library, 2007]

- Tuesday, September 25, 2007: "Faces of the World" photography exhibit opening/reception at Chapman University Leatherby Libraries, 4-7 p.m. [Year of the Library, 2007]

- Wednesday, September 26, 2007: Author Lisa See to speak at Santiago Canyon College, D-101, 1-2:30 p.m. [Year of the Library, 2007]

- Thursday, October 11, 2007: "Happy 70th Birthday, Daffy Duck!" program, co-sponsored by the City of Orange Public Library & History Center for Creativity, 3:30-5 p.m.

VII. PUBLIC COMMENT

None.

VIII. ADJOURNMENT

Trustee Hughes moved, and Vice Chair Schlund seconded the motion, to adjourn the meeting at 4:10 p.m. The motion carried unanimously. The next meeting will be held on October 15, 2007, 3 p.m., at Orange Public Library & History Center, 407 E. Chapman Avenue.

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Nora Jacob, Secretary to the Board Attested on