CITY OF ORANGE LIBRARY SERVICES DEPARTMENT
ORANGE PUBLIC LIBRARY
BOARD OF TRUSTEES
Minutes of Board Meeting held October 15, 2007
Staff Conference Room
Orange Public Library & History Center, 407 E. Chapman Avenue, Orange

I. CALL TO ORDER (3:15 p.m.)

1.1 Pledge of Allegiance

Chair Douglas Westfall led the Pledge of Allegiance.

1.2 Roll Call

Trustees Present: Chair Douglas Westfall and Vice Chair Jonell Schlund.

Absent: Trustee Mark Clemens, Trustee Nancy Collins, and Trustee Paul Hughes.

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

1.3 Adoption of Agenda

The consensus was to approve the agenda as presented.

1.4 Approval of Minutes

The consensus was to approve the minutes of the September 17, 2007 meeting as presented.

II. LIBRARY DIRECTOR'S REPORT

2.1 Monthly Report for September 2007

- Ms. Jacob reported that the 1st Annual Spelling Bee received good media coverage. Articles about the Spelling Bee were in the *Orange City News,* Chamber of Commerce newsletter, and *Foothill Sentry.*
- The three "Year of the Library" events were well attended and enjoyed by all.
- OPLF hosted a high tea for Linda Jones (daughter of animation director Chuck Jones) on October 11, 12-1 p.m. in the Orange Public Library & History Center community room.
- The Woman's Club of Orange donated its entire historical archives to Orange Public Library & History Center, with Mayor Carolyn Cavecche on hand to accept this wonderful donation on behalf of the City.
- The contracts for adult and family literacy services will go for approval to City Council at its Oct. 23 meeting. The County Board of Supervisors will vote on the contracts on Dec. 3, with services to start on Dec. 4.
- The George Key chapter of the Questers organization, a group interested in local history and heritage, would like to donate an El Camino Bell to the Orange Public Library & History Center. Ms. Jacob is exploring whether and how this might work out.

2.2 Financial Report for September 2007

Received and filed.

III. BOARD REPORTS

3.1 Report from Chair Westfall

Chair Westfall reported that he will contact Mr. Ron Sands to find out if Mr. Sands will donate his 75 panorama pictures to Orange Public Library's local history collection.

3.2 Report from Foundation Liaison

Vice Chair Schlund reported that the Library Foundation's new Campaign Coordinator, Julie Kramer, started work September 17. At the October Board Meeting, Board Members were in agreement to do a market study with Fundraising Counsel Craig Hightower. Letters soliciting meetings with prospective interviewees will go out in November.

3.3 Reports from Trustees

Vice Chair Schlund suggested that Library Board of Trustee meetings be held at the branch libraries. The schedule will be as follows: November = El Modena Branch; December = Main Library; and January 2008 = Taft Branch Library. Board Members will be reminded about this via e-mail.

IV. OLD BUSINESS

4.1 Update, Adult and Family Literacy Program Start-ups

Ms. Jacob reported that once approval is received from the Orange City Council and the Orange County Board of Supervisors, the adult and family literacy programs at OPL will get underway in early December. The programs will be coordinated by READ/OC, whose staff will conduct tutor training workshops and information meetings at the Main Library, recruit tutors, and encourage learners to sign up.

4.2 2nd Annual Orange Spelling Bee (October 18, 2008)

Ms. Jacob reported on Trustee Nancy Collins' recommendation that a higher fee be charged for non-residents participating in the Spelling Bee next time. Also, a discount should be given to Orange residents participating in the Spelling Bee. Trustees were asked to mark their calendars for the 2nd Annual Spelling Bee on October 18, 2008.

V. NEW BUSINESS

5.1 "Magic @ Your Library" Collaboration with Chapman University honor society & Providence Community Services

Students from Gamma Beta Phi, Chapman University honor society, will serve as docents at a "Magic @ Your Library" event on Nov. 17 at the Orange Public Library & History Center. Gamma Beta Phi and Providence Community Services, a full-service support organization for at risk families, will read stories aloud, provide a craft activity, and serve refreshments.

5.2 "&Now 2008" Event: *American Traditions* Book Walk on Wed., April 16, 2008

It was decided that Thornton Wilder's play, *Our Town*, would not work for this "read-in" event. Ms. Jacob has assembled a staff committee to choose readings and to organize the logistics of this event. She will also work on writing a grant to pay for the books, box lunches for the participants, and other incidentals. Volunteer readers will be recruited from local organizations including the Library Board of Trustees, the Friends of OPL, and the Library Foundation.

VI. ANNOUNCEMENTS

- "Preserving Your Photographs" workshops, Oct. 17 and 23, 6-7 p.m., Orange Rotary Conference Room, Orange Public Library & History Center (California Archives Month)

- "Researching the History of Your House" workshop, Oct. 30, 6-7 p.m., Local History Center, Orange Public Library & History Center (California Archives Month)

- "Magic @ Your Library" program, Nov. 17, 10 a.m.-2 p.m., Orange Public Library & History Center

VII. PUBLIC COMMENT

None.

VIII. ADJOURNMENT

The consensus was to adjourn the meeting at 4 p.m. The next meeting will be held on **November 19, 2007, 3 p.m.,** at **El Modena Branch Library, 380 S. Hewes Street, Orange.**

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Nora Jacob, Secretary to the Board Attested on