

ORANGE PUBLIC LIBRARY BOARD OF TRUSTEES
Approved 3/18/2019

MINUTES

Monday, February 25, 2019; 3:30 p.m.

1. Call to Order / Pledge of Allegiance (3:30pm)

1.1. Roll Call

Present: Steve Freeman, Rebecca Martinez, Marva Hitchcock, Patti vanVoorst, Peggy Calvert

1.2. Approval of Meeting Minutes dated January 21, 2019

Motion: Martinez

Second: Calvert

Ayes: Freeman, Martinez, Hitchcock, vanVoorst, Calvert

2. Staff Presentation –Adult Literacy Services (Jenn Hiza)

2.1. Ms. Hiza provided an update on the Adult Literacy program.

2.2. Looking into ways to advertise for both tutors and students.

2.3. Students range in age from 24 to 80.

3. Friends update (Kathleen Stevens)

3.1 City Council presented the Friends with a proclamation for 60 years of service.

3.2 Board Elections: Vice President - Christine Huard-Spencer; Secretary – Cathy (unfortunately Cathy had to resign) position still open.

3.3 Volunteer Director resigned.

3.4 Internet sales for January: over \$2,000.

3.5 Spring book sale is March 30. The Courtyard book sale is June 15.

3.6 The first raffle basket for the monthly drawing brought in \$124. The next basket for February is a St. Patty's Day theme and is on display in the case next to the bookstore. The proceeds will be going towards a scholarship fund.

3.7 Next fundraiser is April 25 at Avila's El Ranchito.

3.8 The Foundation is honoring the Friends at the next gala.

3.9 60th Jubilee party is on Sunday, October 13 from 4-6pm at the main Library.

4. Library Director's Report

4.1. Updates

4.1.1 Staff member Lizeth Ramirez resigned. Working with the City to start a recruitment.

4.1.2 The new library mobil app will be launching soon. Chair Freeman suggested we advertise that the app allows patrons to download their library card so no need to carry your card.

4.1.3 Instagram posts are going well with a 120 followers so far.

4.1.4 New conveyer coming to Lending Services in April.

4.1.5 Grijalva Park was discussed at the February council meeting. The Library was recognized officially as being interested. The City asked the architects to determine the square footage of the available area and informed all interested parties to start raising the money for their ideas.

4.2. Financial Report – Library is right on the mark.

4.3. FY19-20 Library Budget

4.3.1 A draft of the Library's FY 19/20 budget was distributed to the Board.

5. Board Reports

5.1. Report from Orange Public Library Foundation Liaison (Martinez)

5.1.1 Documentary Film Festival: 35 attendees for Bright Lights on 1/26, 49 for Nora Ephron on 2/23. Final film on 3/23: Sustainable.

5.1.2 The Gala theme is "Explore the World at Your Library" and will be held at the Library.

5.1.3 The Seed Library is going well. The next seed sorting is on 3/6.

5.1.4 At the February Council Meeting, laptops and printers were presented to three winners who participated in STEAM for Teens/Tweens at the Library.

5.1.5 The Foundation hired a new Associate Director, Lynn-Marie Frediani, she will be working with Linda Cundiff on a regular basis.

- 5.2. Report from Friends of the Library Liaison (reported by Freeman)
 - 5.2.1. A spring wishlist was given to Friends from the Library.
 - 5.2.2. They are working to recruit teen volunteers.
 - 5.2.3. Internet sales are up, items are moving quickly.
 - 5.2.4. Chair Freeman invited the Friends to join the Board at their Third of July booth.
 - 5.2.5. Coupons redeemed, 65: 55 Friends, 2 Christmas Boutique, 1 national library card month, 1 NNO, and 2 large donations (not really a coupon), and 2 exhausted book store bucks (which equates to 5).
- 5.3. Report from Chair Freeman – reminded the Board to turn in their 700 forms.
- 5.4. Reports from Trustees
 - 5.4.1. Trustee Calvert thanked the Library for permitting them to record a session for Pocket's Youtube channel, a collaboration with Ukulele players all around the world. For this special recording session, they had 66 in attendance.
 - 5.4.2. Trustee vanVoorst stated that the high school open houses are disappointing for the Board/Library to attend and suggested the Library not participate in these. She feels that elementary and middle schools are still worth doing.
 - 5.4.3. Vice Chair Martinez reported that TLC charter school is having a spring jam and would like to get the Pop-up library to participate, it's on 3/30 from 11-3. Ms. Harpster will pass on the info to the Lending Services Manager.

6. Old Business

- 6.1. Serving with a Purpose Conference (5/23/19 9-4, Ontario)
 - 6.1.1 Martinez, vanVoorst, Hitchcock, Freeman will attend. Trustee Calvert will check her schedule and let Ms. Eriksen know. VC Martinez volunteered to drive.

7. New Business

- 7.1. New policy for approval: Social Media Submission and Use

Motion: Martinez

Second: vanVoorst

Ayes: Freeman, Martinez, Hitchcock, vanVoorst, Calvert

8. Public Comment

Ms. Cundiff (Foundation Director) thanked the Board for their support and assistance with the upcoming gala event.

9. Tour of Taft Library (Keisha Loidolt)

- 9.1. Adult & Branch Services Manager Keisha Loidolt provided background on Taft Branch Library. Taft is celebrating its 50th birthday on May 8 (actual birthday is May 4) from 5-6:30pm.

10. Adjournment (5:15pm)

*The next Board of Trustees meeting is Monday, April 15, 2019; 3:30 p.m.
Orange Public Library & History Center – Rotary Room*