

MINUTES

BOARD OF LIBRARY TRUSTEES OF THE POMONA PUBLIC LIBRARY

**POMONA PUBLIC LIBRARY
625 SOUTH GAREY AVENUE**

**REGULAR MEETING
April 19, 2017
5:00 P.M.**

100. OPENING

• **110. Call to Order**

Trustee Smith called the meeting to order at 5:00 p.m.

• **120. Pledge of Allegiance**

Trustee Garcia led the Pledge of Allegiance

• **130. Roll Call**

Present Trustees:

Nora Garcia (Mayor's Appointee)
Duane Smith (District 1)
Jacqueline Macias (District 2) – Excused Absence
John Clifford (District 3)
Rebecca Ryan (District 4)
Kendra Buck (District 5)
Elizabeth Gomez (District 6)

Others Present: Muriel Spill, Library Services Manager
Mark Gluba, Deputy City Manager

200. PUBLIC COMMENT

There was no public comment

300. BOARD COMMUNICATIONS

Trustee Clifford shared information about the Ganesha Park cultural arts event. He encouraged board members to attend events in the community. He also reminded the Board about the Serving with a Purpose convention taking place in Ontario. Trustee Clifford recognized SOPPL for their work in the children's atrium on Beautification Day. He added that the Nancy McCracken Science Expo was scheduled for May 7 at the L.A. Fairgrounds.

400. CONSENT AGENDA

Note: All matters on the Consent Agenda may be approved by a single motion without separate discussion. If discussion or a separate vote on any item is desired by a Board member, that item may be removed from the Consent Agenda and considered separately.

410. Approval of the Minutes: January 28, March 15, March 18, 2017

420. 2016-2017 Revenue Expenditure Report—*Receive and File*

430. Payments by Vendor and Fund – *Receive and File*

Trustee Smith shared with the board Trustee Macias' request to have the minutes of January 28 and March 15 revised with regard to such matters concerning who made motions and who seconded the motions. The board members present had no such concerns and agreed to approve the minutes as written.

MOTION BY TRUSTEE CLIFFORD, SECONDED BY TRUSTEE GARCIA, CARRIED BY VOTE OF THE MEMBERS PRESENT (6-0), TO APPROVE THE MINUTES OF JANUARY 28, MARCH 15 AND MARCH 18, 2017 AND TO RECEIVE AND FILE THE REVENUE EXPENDITURE REPORT AND THE PAYMENTS BY VENDOR AND FUND.

500. OLD BUSINESS

510. Five Year Plan – Item moved to next meeting

520. Calendar of Events

Library Manager Spill reminded the board about the upcoming Trivia Bee to be held in June.

600. New Business

601. Request for Special Meeting to Discuss Board Direction

Trustee Garcia asked that the board consider dedicating a meeting for the sole purpose of establishing direction for the Library Board. After a brief discussion, the trustees supported the request.

MOTION BY TRUSTEE CLIFFORD, SECONDED BY TRUSTEE BUCK CARRIED BY VOTE OF THE MEMBERS PRESENT (6-0), TO DEDICATE THE MAY 17, 2017 MEETING OF THE BOARD OF LIBRARY TRUSTEES TO THE SINGLE AGENDA ITEM OF ESTABLISHING BOARD GOALS AND OBJECTIVES.

602. Library Website

Trustee Smith said that although The Library Corporation (TLC) examples (shared with the Board prior to this meeting) of revised library websites were better than our current website design, they were cookie-cutter, sterile and unexciting. Library Reference/Special Collections staff member Allan Lagumbay presented TLC models. Discussion ensued.

(Library Website, continued)

MOTION BY TRUSTEE CLIFFORD, SECONDED BY TRUSTEE RYAN, CARRIED BY VOTE OF THE MEMBERS PRESENT (6-0), TO FOLLOW STAFF RECOMMENDATIONS IN CHANGING THE LIBRARY WEBSITE, MATCHING THE COLOR PALETTE OF THE CITY WEBSITE.

Staff will present the new design in its demo format to the Board at the June meeting.

603. Newspaper Archiving

The trustees discussed the pros and cons of using a portion of the City Council's \$40,000 library budget augmentation to pay for the archiving of the Inland Valley Daily Bulletin, bringing it up to date through 2017.

MOTION BY TRUSTEE CLIFFORD, SECONDED BY TRUSTEE SMITH, THE MOTION FAILED (2-2), TO ALLOCATE FUNDS TO ARCHIVE THE INLAND VALLEY DAILY BULLETIN THROUGH 2017.

There was further discussion and suggestions for expending the budget augmentation. Archiving the Inland Valley Daily Bulletin was brought back for discussion, along with the possible purchasing of library furniture. Trustee Clifford indicated he does not support the purchase of furniture.

MOTION BY TRUSTEE GARCIA, SECONDED BY TRUSTEE CLIFFORD CARRIED BY VOTE OF THE MEMBERS PRESENT (5-1), TO APPROVE THE PURCHASE OF ARCHIVING CURRENT AND PAST YEARS OF THE INLAND VALLEY DAILY BULLETIN, AND TO USE ANY REMAINING MONIES FOR THE PURCHASE OF LIBRARY FURNITURE AND THE ESTABLISHMENT OF A BUSINESS CENTER.

700. Communications to the Board (Staff Communication)

Friends of the Pomona Public Library

Volunteer Mario Ruiz was present to ask the Board for assistance in recruiting volunteers to help in the Friends' bookstore. Mr. Ruiz currently is staffing the bookstore himself, but more volunteers are needed if the store is to be open additional hours.

Trustee Smith interjected that the Friends' Spring Fling was successful and fun.

Library Foundation

Mr. Clifford reported that the Foundation is in fundraising mode. The Homework Center is winding down for the year, and they are looking for a second person to assist Daniel in the Center. The Foundation also is planning another Summer Enrichment Program.

SOPPL (Support Our Pomona Public Library)

There was no report

(Communications to the Board, continued)

Deputy City Manager

Mr. Gluba distributed Roberts Rules of Order to the trustees and invited them to contact him with any questions regarding meeting protocols.

Library Manager

There was no report

800. Adjournment to May 17, 2017, at 5:00 p.m. in the Library Public Conference Room.

MOTION BY TRUSTEE BUCK , SECONDED BY TRUSTEE CLIFFORD, CARRIED BY UNANIMOUS VOTE OF THE MEMBERS PRESENT (6-0) TO ADJOURN TO WEDNESDAY AT 5:00 P.M. IN THE LIBRARY PUBLIC CONFERENCE ROOM, WITH A SINGLE ITEM ON THE AGENDA.

Muriel Spill/ Secretary, Board of Library Trustees

ATTEST:

Duane Smith, Vice President, Library Board of Trustees