

Escondido Public Library Board of Trustees
Board Meeting Minutes
Thursday, April 19, 2018, 2:00 p.m.

CALL TO ORDER: President Guiles called the meeting to order at 2:00 p.m.

Members Present: President Ron Guiles and Trustees Elmer Cameron, Mirek Gorny, and Mayra Salazar.

Members Absent: Trustee Gary Knight

LS&S Staff Present: Barbara Howison -- Regional Director; Patricia Crosby -- Library Director; Faith McLaughlin - Administrative Coordinator; Nicholas Ivins - Marketing Coordinator; Aspen Hill -- Pioneer Room Archivist, Monica Barrette -- Senior Librarian; Tom Poure -- Marketing and Sales LS&S Riverside

ORAL COMMUNICATIONS: President Guiles read the City Attorney's email regarding audio recordings of public meetings and the retention time required as well as the law on the public's right to comment during public meetings.

MINUTES:

Agenda Item 1. Approve Minutes from the March 13, 2018 meeting

Motion by Trustee Cameron, seconded by Trustee Gorny to approve the March 13, 2018 minutes as written. Motion carried unanimously.

CURRENT BUSINESS:

Agenda Item 2. Full Time Archivist Introduction

Director Crosby introduced Aspen Hill as the new Full Time Archivist to the Pioneer Room. Aspen Hill gave her background in the archives field and answered questions about the Pioneer Room.

Agenda Item 3. Marketing Re-Brand Presentation

Director Crosby introduced Nicholas Ivins, Marketing Coordinator, to give the Escondido Public Library's re-branding presentation. Nicholas Ivins gave a slideshow presentation showing the library's new look including colors and meanings behind the new logo and color scheme that will be launched in the fall or at the end of the year.

Agenda Item 4. Update on Strategic Plan

Director Crosby gave information and related news and feedback regarding the Strategic Plan process.

Senior Librarian Monica Barrette reported her experiences and feedback from leading one of the meetings.

Escondido Public Library Board of Trustees
Board Meeting Minutes
Thursday, April 19, 2018, 2:00 p.m.

President Guiles asked LS&S Regional Director, Barbara Howison, about her experiences working with other libraries with strategic planning processes.

President Guiles also reported that he has asked that City Attorney, Michael McGuinness, give his interpretation of the Brown Act and whether or not the May 1, 2018 10:30 am Strategic Plan Meeting is in violation of any part of that.

President Guiles asked Regional Director Howison to explain each phase of the process to completion.

Agenda Item 5. Officer Elections

President Guiles started the Library Board of Trustees election by explaining the background and purpose of having annual elections.

Nominations: two names for president, Ron Guiles and Mayra Salazar; two names for Secretary, Ron Guiles and Mayra Salazar.

Vote Results: President: Ron Guiles & Secretary: Mayra Salazar. Both Trustees accepted their votes.

Trustees Gorny and Cameron congratulated Trustees Guiles and Salazar on their upcoming and continuing roles.

Positions will be in effect as of the May meeting.

OTHER REPORTS:

Director's Report:

- Monthly Statistics of Library handout and breakdown
- A Full Time Children's Librarian has been selected and will start in June.
- A Part Time Library Assistant 2/Archival Assistant has been selected and starts **Mid-May**.
- The Part Time Security Guard position is still vacant and interviews are taking place to fill it through a temporary staffing agency.
- The Literacy Learning Center has a new intern.

President Guiles asked Director Crosby about the Grand Jury ruling on the library's collection. Director Crosby explained the processes that collections go through as materials change.

**Escondido Public Library Board of Trustees
Board Meeting Minutes
Thursday, April 19, 2018, 2:00 p.m.**

Trustee Cameron asked Director Crosby about the process of budget expenditures. He also requested a current organizational chart. Director Crosby explained how the budgeting and expense process works and gave information on locating the organizational chart on the shared server drive.

Next Meeting: The meeting is scheduled for Tuesday, May 8, 2018 at 2:00 PM.

ADJOURNMENT:

Motion by Trustee Cameron, seconded by Trustee Salazar to adjourn the meeting at 3:20 p.m.
Motion carried unanimously.

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Ron Guiles, President, Library Board of Trustees/P. Crosby, Director, Escondido Public Library

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Zack Beck, City Clerk