

**Escondido Public Library Board of Trustees
Board Meeting Minutes
Tuesday, May 8, 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, Gary Knight and Mayra Salazar.

Members Absent: None

LS&S Staff Present: Barbara Howison -- Regional Director; Patricia Crosby -- Library Director; Faith McLaughlin -- Administrative Coordinator; Monica Barrette -- Senior Librarian; Katy Duperry -- Senior Librarian; Tom Poure -- Marketing and Sales LS&S Riverside

Members of the Public Present: Daphne Fletcher

ORAL COMMUNICATIONS: President Guiles requested that the board vote to approve the minutes from the Special Meeting held on May 1, 2018 in addition to voting on the minutes from the April 19, 2018 meeting.

APPROVAL OF MINUTES:

Agenda Item 1. Approve Minutes from the April 19, 2018 meeting and May 1, 2018 meeting

Motion by Trustee Gorny, seconded by Trustee Salazar to approve the April 19, 2018 minutes as written. Motion carried unanimously.

Motion by Trustee Salazar, seconded by Trustee Knight to approve the May 1, 2018 minutes as written. Motion carried unanimously.

CURRENT BUSINESS:

Agenda Item 2. History of Escondido Book

Trustee Cameron introduced Daphne Fletcher of HPN BOOKS Historical Publishing Network to give a presentation on a book about the history of Escondido and the opportunity for the library to be included in the book by purchasing pages and submitting content.

Agenda Item 3. Update on Internet and Public Use Policy

Senior Librarians Monica Barrette and Katy Duperry presented changes made to the current *Internet and Public Use Policy* and the rationale for those changes. The board reviewed the changes and gave feedback and requested edits. President Guiles requested that the Administrative Coordinator email the board a copy in advance of the board meeting when edits are made to the *Internet and Public Use Policy's* accompanying document, the *Code of Conduct* policy in the near future.

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Agenda Item 4. All Staff Day, Friday September 21, 2018

Director Crosby gave information on the regional conference held by LS&S each year for the staff of libraries in California Zone 1 who are managed by LS&S to come together for training and development as well as a chance to network, learn, and exchange information with other libraries. She requested a one-day closure of the library on September 21, 2018.

Motion by President Guiles, seconded by Trustee Cameron to close the library for one day on September 21, 2018. Motion carried unanimously.

Agenda Item 5. Update on Strategic Plan

Director Crosby recapped the progress being made in the process of the Strategic Plan and the number of attendees at the last two meetings. She also reported that a phone survey is to be launched in the very near future as well. President Guiles and Trustee Cameron inquired about anticipated dates for the board to receive the formal Strategic Plan and the estimated date of submitting it to the City Council. Director Crosby explained the expected timeline and process.

OTHER REPORTS:

Director's Report:

- Monthly Statistics of the Library handout and breakdown
- Dad's and Donuts Program re-cap and attendance was over 100 participants.
- A Full Time Children's Librarian has been hired and will start June 15: Kristine Mirate
- A Part Time Library Assistant 2/Archival Assistant has been selected and starts May 15: Jessica Sparks
- The Part Time Security Guard position is still vacant and interviews are taking place to fill it through a temporary staffing agency.

Trustee Knight shared his experience visiting the Toledo, Ohio library the previous month and the services offered there.

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Next Meeting: The meeting is scheduled for Tuesday, June 12, 2018 at 2:00 PM.

ADJOURNMENT:

Motion by Trustee Cameron, seconded by Trustee Knight to adjourn the meeting at 3:17 p.m.
Motion carried unanimously.



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