

**Escondido Public Library
Board of Trustees
Board Meeting Minutes
Tuesday, August 14, 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, Trustees Elmer Cameron, Mirek Gorny, Gary Knight and Mayra Salazar.

Members Absent: None

LS&S Staff Present: Patricia Crosby – Library Director, Faith McLaughlin – Administrative Coordinator, Barbara Howison – Regional Director, Jessica Sparks – Library Associate 1, Kristine Mirate – Children's Librarian

City Staff Present: Joanna Axelrod – Director of Communications and Community Services; Christina Holmes – Revenue Manager

ORAL COMMUNICATIONS: None

APPROVAL OF MINUTES:

Agenda Item 1. Approve Minutes from the July 17, 2018 meeting

Motion by Trustee Cameron, seconded by Trustee Knight to approve the July 17, 2018 minutes as written. Motion carried unanimously.

CURRENT BUSINESS:

Agenda Item 2. Staff Introductions

Director Crosby introduced new staff members, Jessica Sparks and Kristine Mirate to the Board. Each staff member briefly gave their background and focus in their new role.

Agenda Item 3. Board of Trustees Attendance

A review of the current By-Law's on Attendance. A draft of a new By-Law was handed out for the Board to review. The deadline for changes and suggestions was set to August 28, 2018. The Board will review the changes and vote whether to adopt the amendment or not at the September 13, 2018 Board meeting.

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Agenda Item 4. Change of Monthly Meeting Day and Time

Trustee Gorny put forward a request to change the monthly meeting day back to the second Thursday of the month as it previously had been.

President Guiles motioned for the Board to change the monthly meeting day to the second Thursday of the month at 2pm. Trustee Cameron seconded the motion. Motion carried unanimously.

Agenda Item 5. Library Board of Trustees Trust Fund

Director of Communications and Community Services Axelrod and City of Escondido Revenue Manager Christina Holmes presented an accounting of the Trust Fund accounts and explained the rules of requesting funds from various accounts within the Trust Fund.

Agenda Item 6. Revision of *Internet and Public Computer Use Policy*

Director Crosby presented the final revised *Internet and Public Computer Use Policy* and explained the changes that were made after a review by the Board of Trustees and review by the City of Escondido's attorneys.

Trustee Knight motioned to adopt the revised *Internet and Public Computer Use Policy*. The motion was seconded by Trustee Gorny. Motion carried unanimously.

Agenda Items 7. Revision of *Code of Conduct Policy*

Director Crosby presented the final revised *Code of Conduct Policy* and explained changes that were made after a review by the Board of Trustees and review by City of Escondido attorneys.

Trustee Cameron motioned to adopt the revised *Code of Conduct Policy*. The motion was seconded by Secretary Salazar. Motion carried unanimously.

Agenda Item 8. Strategic Plan Implementation

Director Crosby presented a worksheet for prioritizing goals and creating a timeline for the Strategic Plan implementation.

OTHER REPORTS:

Director's Report:

- Monthly and Annual Statistics of the Library handout and breakdown (attached)
- Summer Reading Challenge results

Next Meeting: The next meeting is scheduled for Thursday, September 13, 2018 at 2:00 PM.

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ADJOURNMENT: Motion by Trustee Gorny, seconded by Trustee Cameron to adjourn the meeting at 3:50 p.m. Motion carried unanimously.



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