



AGENDA
Library Board of Trustees
Tuesday, May 10, 2016
2:00 p.m.
Library Board Room

CALL TO ORDER

Roll Call: Trustee Elmer Cameron, Trustee Ron Guiles, Trustee Mirek Gorny, Trustee Gary Knight, Trustee Mayra Salazar

ORAL COMMUNICATIONS

The public may address the Board of Trustees on any item which is not on the agenda at this time, provided the item is within the subject matter jurisdiction of the Library Board of Trustees. (Refer to the last page for instructions.)

APPROVAL OF MINUTES

1. Approval of minutes from the Library Board of Trustees Meeting on April 12, 2016.

CURRENT BUSINESS

2. Staff Introduction: Oscar Lujan, Adult Services Librarian II
3. Overview of Fiscal Year 2016-2017 Budget Process
4. Update on Grape Day Park New Library Taskforce

OTHER REPORTS

5. Director of Library and Community Services and Assistant Library Director

ADJOURN

(List of Special Programs and Library Events continue on Page 2)



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Date & Time	Location	Event
May 11 1:00 p.m.	Media Area	<i>eReaders eXplained</i>
May 14 3:00 p.m.	Turrentine Room	<i>2nd Saturday Concert Series Presents: MandoBasso</i>
May 18 1:00 p.m.	Media Area	<i>eReaders eXplained</i>
May 21 3:30 p.m.	Turrentine Room	<i>Rincon Literario: Nunca me abandones/Never Let Me Go by Kazuo Ishiguro</i>
May 25 1:00 p.m.	Media Area	<i>Friends of the Library 50% Off Sale</i>
May 10 6:00 p.m.	Turrentine Room	<i>2nd Tuesday Book Club Rebecca by Daphne du Maurier</i>
May 27 3:30 p.m.	Turrentine Room	<i>R.E.A.D. Middle Grade Book Club: El Deafo by Cece Bell</i>
May 27 & 28 10:00 a.m.	Friends Bookshop	<i>Friends of the Library 50% Off Sale</i>
May 30 All Day	All Library Locations	<i>Closed for Memorial Day</i>
June 13 All Day	Library Portico	<i>Exercise Your Mind 2016 Summer Reading Challenge Kick-Off with Rita's Italian Ice Summer Reading Challenge runs June 13 - July 31, 2016</i>



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UPCOMING MEETING SCHEDULE

Library Board of Trustees Meetings are scheduled the second Tuesday of the month in the Library Board Room. Meetings begin at 2:00 PM.

<i>Day</i>	<i>Date</i>	<i>Time</i>	<i>Location</i>
Tuesday	June 14, 2016	2:00 p.m.	Library Board Room
Tuesday	July 12, 2016	2:00 p.m.	Library Board Room
Tuesday	August 9, 2016	2:00 p.m.	Library Board Room

ADDRESS THE LIBRARY BOARD OF TRUSTEES

Please complete a *Speaker Form* and hand it to the Library Division Coordinator. Submit the *Speaker's Form* prior to Oral Communications or the discussion of an agenda item, including items on the Consent Calendar. Comments are generally limited to 3 minutes. Note: Depending on the number of requests, comments may be reduced to less than 3 minutes per speaker.

Oral Communication: The public may address the Board of Trustees on any item which is not on the agenda during Oral Communications, provided the item is within the subject matter jurisdiction of the Library Board of Trustees. Speakers are limited to only one opportunity to address the Board under Oral Communications. State law prohibits the Library Board from discussing or taking action on such items, but the matter may be referred to the Director of Library and Community Services/staff or scheduled on a subsequent agenda.

Agenda Item: The public may address the Library Board of Trustees on any agenda item, including items on the consent calendar.

Handouts: Handouts for the Library Board of Trustees should be given to the Library Division Coordinator.

To address the Board, when called, please STATE YOUR NAME FOR THE RECORD.



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AGENDA, STAFF REPORTS, AND BACK-UP MATERIALS ARE AVAILABLE:

- Online at <https://www.escondido.org/LBT-agendas.aspx>
- Additional online posting at library.escondido.org/library-board-of-trustees.aspx
- In the City Clerk's Office at City Hall.
- In Escondido Public Library (239 South Kalmia Street) during regular business hours.

AVAILABILITY OF SUPPLEMENTAL MATERIALS AFTER AGENDA POSTING:

Any supplemental writings or documents provided to the Library Board of Trustees regarding any item on this agenda will be made available for public inspection in the City Clerk's Office located at 201 North Broadway during normal business hours, or in the Library Board Room while the meeting is in session.

Please Turn Off All Cell Phones While The Meeting Is In Session

ESCONDIDO PUBLIC LIBRARY HOURS

Monday & Tuesday	10:00 a.m. – 8:00 p.m.
Wednesday, Thursday & Friday	10:00 a.m. – 6:00 p.m.
Saturday	10:00 a.m. – 5:00 p.m.

**Escondido Public Library Board of Trustees
BOARD MEETING MINUTES
Tuesday, April 12, 2016, 2:00 p.m.
Library Board Room**

CALL TO ORDER: Trustee Salazar called the meeting to order at 2:07 p.m.

Members Present: Trustees Mayra Salazar, Elmer Cameron, Ron Guiles, Gary Knight

Members Absent: Trustee Mirek Gorny

Staff Present: Graham Mitchell, City Manager; Loretta McKinney, Director of Library & Community Services; Cynthia Smith, Assistant Library Director; Joanna Axelrod, Principal Librarian; Misty Breymeyer, Division Coordinator; Viktor Sjöberg, Senior Librarian of Adult Services

Written/Oral Communications:

Alex Galenes, a former Library Board of Trustee member and former head of the 2006-2007 *Task Force for a New Library*, spoke as a supporter of the plan to build a new library facility in Grape Day Park. Mr. Galenes, encouraged the Library Board of Trustees to take an active role in considering the Grape Day Park project as a location for a new Library building, and in addressing the City Council.

Agenda Item #1: Approval of minutes: March 8, 2016 meeting.

Motion by Trustee Knight and seconded by Trustee Guiles to approve the minutes as written. Motion carried unanimously.

Current business

Item #3 was moved ahead of Item #2:

Item #3 Update on the Library Expansion

Director McKinney introduced City Manager, Graham Mitchell, who gave the Board of Trustees an update of the Library Expansion Project and the next steps in the process. On March 23, 2016, City Council directed staff to explore the feasibility of new library site within Grape Day Park, at the corner of Woodward and Escondido Boulevard. Staff are currently tasked with looking at potential partnerships, financing, parking issues and the environmental impact of such a project.

An electronic version of a past report to the Mayor from the *2006-2007 New Library Task Force* will be sent to the Library Trustees.

The next step in the communication plan is to update City Council within the next six months. Depending on the reports and further direction from the City Council, City Manager Mitchell indicated a decision might have to be made on whether or not to proceed with a special election.

Item #2: Staff Introduction: Viktor Sjöberg, Senior Librarian of Adult Services

Assistant Library Director Smith introduced and welcomed Viktor Sjöberg, Senior Librarian of Adult Services. In addition to leading adult programming and collection development in Adult Services, he also oversees the Pioneer Room staff and archives. A native of Sweden, he received his Bachelor's in Literature from the University of Gothenburg and a Master's of Library and Information Science from the University of Borås. Mr. Sjöberg has been with the City of Escondido since 2012, and has previous library experience which includes employment with San Diego Public Library and San Luis Obispo County Library.

Mr. Sjöberg is currently focused on collection development, training new staff, and revitalizing programming for adults. He has experienced success with a newly formed writers' group, e-Reader trainings, and in establishing a partnership with the Recreation Division of the Community Services Department. In this partnership, the Library offers personal enrichment classes which bring new patrons to our facility, and benefits Recreation by generating interest in recreation classes offered in their semi-quarterly Recreation Guide.

Mr. Sjöberg and the Adult Services team are looking forward to further outreach activities including: the Grand Avenue Festival (formerly the Escondido Street Faire), a partnership with various City departments to offer subject-focused activities at the Farmer's Market, and a discount program which will allow the Library to partner with local Escondido businesses during National Library Card Sign-up Month in September.

Mr. Sjöberg and Principal Librarian, Joanna Axelrod, have been selected to participate in the *Harwood Institute for Public Innovation* in September 2016. The Harwood practice is a pivotal part of the American Library Association's *Libraries Transforming Communities (LTC)* initiative and their participation is sponsored by the California State Library. The Harwood Institute is a distinguished national organization that teaches and coaches organizations to solve pressing problems and change how communities work together.

Item #4 Other Reports

Director McKinney recognized and thanked Trustees Salazar and Knight for their willingness to volunteer to serve another term on the Library Board of Trustees. She also reminded all Trustees that mandatory ethics training must be completed by August 22, 2016. Information regarding ethics training was sent to each Trustee by the City Clerk's Office in a recent email.

In order to better plan upcoming Board of Trustees meetings and agendas, Director McKinney requested that Trustees communicate summer vacation plans to her over the course of the next couple months.

As a reminder, Trustees were also asked to confirm attendance to Library Board of Trustees Board meetings with Assistant Library Director Smith. This action is necessary to confirm a quorum is met prior to each meeting.

The proposed General and Special Fund Budgets for fiscal year 2016-2017 will be presented at the City Council meeting on April 27, 2016.

To honor the 200 volunteers who are actively engaged with Library services, the Annual Volunteer Luncheon will take place at the Center of the Arts, Escondido on Thursday April 14, 2016 at noon.

The Library's Volunteer Coordinator's office has been moved upstairs to the Administration Office area. This will better align Cookie Allen's work to recruit and acclimate volunteers with the Administration team.

New Digital Services Librarian, Katy Duperry, will be starting on April 18, 2016.

The Learner Recognition Dinner for Literacy Services will take place at the Park Avenue Community Center on May 26, 2016. The event will showcase the learners' achievements, as well as include testimonials and guest speakers. Tyler Carlos, Literacy Services' intern from John Paul the Great Catholic University is working with staff and participants on a video to premiere at the dinner.

Staff members are currently working on improving operations and workflow efficiencies.

A copy of the City's *2016 Advisory Handbook* and the current Library organization chart were distributed to each Trustee to use as reference. Director McKinney plans to fully review the handbook contents at the July or August Board of Trustees meeting.

Adjourned: Trustee Salazar adjourned meeting at 3:12 p.m.

Mayra Salazar, Library Board of Trustees Secretary/mb



LIBRARY BOARD OF TRUSTEES

Agenda Item No. 2
Date: May 10, 2016

TO: Library Board of Trustees
FROM: Cynthia Smith, Assistant Library Director
SUBJECT: Staff Introduction: Oscar Lujan, Adult Services Librarian II

Recommendation:

Receive information

Background:

Oscar Lujan serves as Escondido Public Library's Adult Services Librarian II. He will share his educational and professional background as well as provide an introduction to his roles and responsibilities within Adult Services.



LIBRARY BOARD OF TRUSTEES

Agenda Item No. 3
Date: May 10, 2016

TO: Library Board of Trustees
FROM: Loretta McKinney, Director of Library and Community Services
SUBJECT: Fiscal Year 2016-2017 Budget Process

Recommendation:

Receive/discuss information for potential action and/or file.

Background:

Director McKinney will provide an overview of the proposed FY 2016-17 Library Operating Budget process, and recommendations submitted for City Council consideration.



LIBRARY BOARD OF TRUSTEES

Agenda Item No. 4
Date: May 10, 2016

TO: Library Board of Trustees
FROM: Loretta McKinney, Director of Library and Community Services
SUBJECT: Grape Day Park New Library Taskforce Update

Recommendation:

Receive information and file.

Background:

On March 23, 2016, City Council directed staff to study the feasibility of a new Library within Grape Day Park, at the corner of Escondido Boulevard and Washington Street. Director McKinney will provide an update on the Grape Day Park New Library Task Force.