



AGENDA
Library Board of Trustees
Tuesday, March 14, 2017
2:00 p.m.
Library Board Room

CALL TO ORDER

Roll Call: President Mirek Gorny, Trustee Elmer Cameron, Trustee Ron Guiles, 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 February 14, 2017.

CURRENT BUSINESS

2. Library Budget Update
3. SCA-3-Dodd: 55% Vote on Library Bond Construction

OTHER REPORTS

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
March 24-25 10:00 a.m.	Friends Bookshop	<i>Friends of the Library 50% off Sale</i>
March 25 3:30 p.m.	Turrentine Room	<i>Rincon Literario: The Nightingale/El Ruiseñor by Kristin Hannah</i>
April All month	All Library Facilities	<i>April is National Library Month</i>
April 4 1:00 p.m.	Turrentine Room	<i>Escondido Writers Group</i>
April 8 3:30 p.m.	Turrentine Room	<i>2nd Saturday Concert Series Presents Adrienne Nims and Spirit Wind</i>
April 11 6:00 p.m.	Turrentine Room	<i>2nd Tuesday Book Club: Circling the Sun by Paula McLain</i>
April 9 - 5	Escondido Public Library	<i>National Library Week</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	April 11 2017	2:00 p.m.	Library Board Room
Tuesday	May 9, 2017	2:00 p.m.	Library Board Room
Tuesday	June 13, 2017	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.



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

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, February 14, 2017, 2:00 p.m.
Library Board Room**

CALL TO ORDER: Trustee Gorny called the meeting to order at 2:01 p.m.

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

Members Absent: None

Staff Present: Loretta McKinney, Director of Library & Community Services; Cynthia Smith, Assistant Library Director; Joanna Axelrod, Principal Librarian; Misty Breymeyer, Division Coordinator; Michelle Peralta, Archivist/Historian

Written/Oral Communications: None

Agenda Item #1: Approval of minutes: January 10, 2017 meeting

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

Current Business

Item #2: Staff Introduction: Michelle Peralta, Archivist/Historian

Principal Librarian Axelrod welcomed and introduced Michelle Peralta, the Library's Archivist/Historian. Ms. Peralta is a first-year graduate student pursuing a Master's degree in Library and Information Science (MLIS) at San Jose State University. As an undergraduate at San Diego State University, she earned a Bachelor's Degree in humanities with an emphasis in classical language. Additionally, Ms. Peralta holds a master's degree in history, also from San Diego State University, and has spent several years as an educator, teaching courses in both history and the humanities. She joined the City of Escondido as the archivist assistant last February and reports to Viktor Sjöberg in Adult Services. Ms. Peralta's focus in her role as Archivist has been on reorganization of the Pioneer Room, streamlining and creating workflows, and processing existing collections.

Item #3: Annual Library Statistical Update

Assistant Director Smith presented the statistical comparison between calendar years 2015 and 2016 highlighting trends in each of the categories. The Trustees approved the new format of colored graphs combined with a narrative explanation of the data. Trustee Salazar suggested including this type of statistical information in our current social media campaign.

Item #4: 2017 Volunteer Luncheon Funding Request

Assistant Director Smith requested approval to spend \$500 from the Special Projects Trust Fund to supplement the cost of hosting the annual volunteer luncheon on April 13, 2017 which recognizes the significant contribution that volunteers play in supporting Library operations.

Motion by Trustee Guiles and seconded by Trustee Salazar to approve the expenditure. Motion carried unanimously.

Item #5: Escondido Public Library Budget Update

Director McKinney announced that there will be a slight decrease in budgetary personnel costs for FY 2017-18 as a result of hiring some new staff at lower steps in addition to the PERS pension costs being distributed amongst each of the 12 City Departments. This decrease is offset somewhat by the mandatory minimum wage increase. The Library and Community Services Department employs the most part-time staff of any City department, and is therefore impacted most significantly by the minimum wage increase. The costs of doing business are increasing significantly. The Library is reliant upon technology for day-to-day operations, and vendor maintenance costs continue to increase each year. Additionally, utilities costs are also increasing.

Two budget scenarios will be presented to Finance and the City Manager. In addition to the standard budget, a second budget will be submitted with a proposal to increase the hours of one staff member who performs a very specialized job. The budget will look different this year as all departments are being asked to provide an organizational chart, a descriptive narrative, goals and challenges, as well as actual costs for the previous two fiscal years. This is an attempt to make the budget document more user-friendly and understandable for the public.

Other Reports

Item #5: Director of Library & Community Services and Assistant Library Director

Director McKinney asked if the Trustees would prefer to hold their elections for Chair and Secretary in April since the City Council appointments will occur after the March Library Board of Trustees meeting. The Trustees agreed to delay the vote until the April meeting.

Assistant Director Smith explained that staff will present a request for approval to award the RFID/AMH bid to the most responsive and responsible bidder on March 1, 2017. She thanked Trustee Gorny for attending the *Jean Will Strings* concert.

Adjourned: Trustee Gorny adjourned meeting at 3:34 p.m.

Mayra Salazar, Library Board of Trustees Secretary/mb



LIBRARY BOARD OF TRUSTEES

Agenda Item No. 2
Date: March 14, 2017

TO: Library Board of Trustees
FROM: Loretta McKinney, Director of Library and Community Services
SUBJECT: Escondido Public Library Budget Update

Recommendation: Receive information and file.

Background:

As previously reported to the Trustees, the City is in the annual budget development process.

In order to provide an accurate accounting of the proposed Library budget, an oral report will be provided at the Library Board of Trustees Meeting.

Respectfully Submitted,

A handwritten signature in blue ink, which appears to read "Loretta McKinney". The signature is fluid and cursive, with a large initial "L" and a long, sweeping underline.

Loretta McKinney
Director of Library and Community Services



LIBRARY BOARD OF TRUSTEES

Agenda Item No. 3
Date: March 14, 2017

TO: Library Board of Trustees
FROM: Cynthia Smith, Assistant Library Director
SUBJECT: SCA-3-Dodd: 55% Vote on Library Bond Construction

Recommendation : Receive information and discussion.

Background:

In January 2017, California State Senator Bill Dodd (D-Napa) introduced Senate Constitutional Amendment 3 (SCA-3) to support the critical need to improve public library infrastructure to expand or rehabilitate existing facilities, and for new construction projects. SCA-3 would give local communities the flexibility to approve library bond measures with a 55% vote, lowering the threshold from 67% (two-thirds) voter approval as currently required. Should SCA-3 become law, library construction bonds approved at 55% would be on par with school and community college construction bonds.

SCA-3-Dodd: 55% Vote for Library Bond Construction has been set for a first policy hearing with the Governance and Finance Committee in the State Senate, on March 29, 2017 in the State Capital.

The California Library Association (CLA) supports the passage of SCA-3 and has provided the names and contact information of the Senate Governance and Finance Committee members. CLA encourages letter writing and communication to Committee members and Senator Dodd in support of SCA-3. Information provided by CLA can be obtained on the California Library Association website <http://www.cla-net.org/> and will be reviewed with this agenda item for the Library Board of Trustees' discussion.

Library Administration will provide periodic updates on the status of SCA-3 as they become available.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Cynthia Smith". The signature is written in dark ink and is positioned above the printed name.

Cynthia Smith
Assistant Library Director