

**MINUTES
LIBRARY BOARD OF TRUSTEES**

August 20, 2013
5:00 P.M.
Central Library
7111 Talbert Avenue
Huntington Beach, CA 92648

ROLL CALL:

MEMBERS PRESENT: Croteau, Vogel, Cox, Daugherty, Lewis, Miles and Moore

MEMBERS ABSENT: None

STAFF PRESENT: Beverage, Blassingame

COUNCIL LIAISONS PRESENT: None

PRESENTATIONS/COMMENDATIONS:

Ms. Beverage announced that Garrett Kuramoto was selected to receive the Melville Dewey Staff Recognition Award for the month of July. He was nominated for his work in completing the Edge Initiative Assessment.

Ms. Beverage also reported that the library was selected by Parenting OC magazine readers as the Best Storytime in Orange County for the 4th consecutive year.

MINUTES: JULY 16, 2013

CHAIR VOGEL ENTERTAINED A MOTION TO ACCEPT THE JULY 16, 2013 MEETING MINUTES AS SUBMITTED. SO MOVED BY MR. LEWIS, AND SO SECONDED BY MR. MILES. AS NONE WERE OPPOSED, THE MINUTES OF JULY 16, 2013 WERE ACCEPTED AS SUBMITTED.

ORAL COMMUNICATIONS/PUBLIC COMMENTS:

None.

ADMINISTRATIVE ITEMS:

Ms. Blassingame presented the July 16 meeting minutes to Chair Vogel for signature.

DISCUSSION ITEMS:

F-1. Library System Projects.

Ms. Beverage provided updates on the following projects:

1) Main Street renovation – Ms. Beverage distributed swatches of the paint and carpets samples selected for the reclaimed room and explained that the carpet is installed and the painting is complete. She added that the furniture will be ordered by the end of the week, and was selected based on Demco suggestions to use flexible

furniture modules. Ms. Beverage also discussed the possibility of requesting funds from the Friends of the Children's Library to purchase a sound system and additional furniture.

Mr. Lewis asked about increasing regular staff numbers at the Main Street branch and Ms. Beverage replied that extra staff will work at the Main Street location only when an event is taking place in the new space. Mr. Lewis asked about the use of the branch by patrons, and Ms. Beverage replied that circulation has increased.

Ms. Beverage explained that if any of the Library Board members would like to view the branch space before a grand opening she would be happy to arrange a date and time.

2) RFID – Ms. Beverage shared a RFID tagged library book with the Library Board members and explained the tagging process and procedure to tag all the books and materials in the library collection. She added that 5,000 books were tagged in six days. Ms. Beverage reported that the new RFID security panels will be installed by September 30, 2013 in the Central library entrance, to better track library materials and provide a quicker, more accurate checkout of books.

Ms. Daugherty asked about the branches and the continuing use of barcodes. Ms. Beverage replied that the branches will not have the RFID system at this time and that books will continue to be barcoded.

3) Tile Replacement – Ms. Beverage reported that the tile near the literacy entrance and the tile at the front entrance will be replaced before September 30, 2013. Mr. Moore asked about replacing the tile in the men's restrooms, and Ms. Beverage replied that the tile near the literacy entrance is being replaced because it is a safety hazard, and there are no more replacement tiles in the basement. She added that the tile at the front entrance is being replaced because of the RFID project.

4) Circulation Desk renovation – Ms. Beverage shared counter laminate samples with the Library Board members, selected for the countertops of the Circulation Desk renovation. She explained that the Desk was to be modified to address ergonomic functionality for staff members and patrons.

Chair Vogel asked if there were any further questions or comments and, there being none, she moved to the next item.

F-2. City Strategic Planning.

Ms. Beverage reviewed the City's Strategic Plan documents with the Library Board members and provided a summary of the August 2 Strategic Planning meeting. She explained that the Strategic Planning meeting is a Special City Council meeting open to the public and attended by City Council, the City Manager, City Officials including the City Treasurer, the City Clerk and the City Attorney, and the Department Directors. Mr. Moore commented that the largest desire noted in the Strategic Plan seemed to be increased staffing. Ms. Beverage reported that the next Strategic Planning meeting would be held near the end of January or the beginning of February, 2014.

Chair Vogel asked if there were any further questions or comments and, there being none, she moved to the next item.

F-3. Pitch An Idea grant.

Ms. Beverage provided an update on the California State Library Pitch-An-Idea grant – a program to encourage innovation and develop new outreach ideas - and the idea submitted back in December for Pop-Up Beach Libraries, temporary enclosed kiosks featuring library books and services. She explained that she was invited to submit the Pop-Up Library idea again, the first step in the process to apply for the grant. She reported that the

library received the approval to apply for the Pitch An Idea grant and was awarded a grant of \$37,000 to develop and implement a Pop-Up Beach Library within the year.

Ms. Beverage reported that the Pop-Up Library will ‘pop up’ at park and beach events, in the downtown street fair, the local mall and other community events, to raise awareness in the community about library offerings. She further explained that initially the Pop-Up Library business model will be based on free libraries or lending libraries – an honor system of lending books, and added that she hopes to eventually offer basic library functions through the Pop-Up Beach Library including issuing library cards and material checkout via a mobile content server that allows for digital resources like Wi-Fi, and that this information was included in the grant proposal as well.

Ms. Cox asked about the size of the kiosk and Ms. Beverage replied that she envisioned it being about the size of a shed or beach shack.

Chair Vogel asked if there were any further questions or comments and, there being none, she moved to the next item.

F-4. EDGE Initiative.

Ms. Beverage summarized the Edge Initiative as the benchmarking tool for planning for and supporting technologies for communities funded by the Bill and Melinda Gates foundation to be used in libraries nationwide. She reviewed the Edge Initiative Assessment report with the Library Board members, and explained that the results will allow the library to develop effective action plans to improve technology to better meet the community’s needs. Ms. Beverage also reported that Garrett Kuramoto, the new senior librarian, oversaw the project.

Chair Vogel asked if there were any further questions or comments and, there being none, she moved to the next item.

F-5. Summer Reading Program.

Ms. Beverage reported on the 2013 Summer Reading Program and distributed an Infographic. She explained that the program utilized online registration and tracking this year, empowering participants to keep track of their reading progress and enter raffles on their terms. Ms. Beverage shared that over 4,500 people participated in this year’s Summer Reading Program.

Chair Vogel asked if there were any further questions or comments and, there being none, she moved to the next item.

INFORMATION ITEMS:

Ms. Beverage distributed the *Declaration for the Right to Libraries* document, developed as part of the American Library Association’s campaign “**America’s Right to Libraries,**” to serve as a strong public statement of the value of libraries for individuals, communities, and the nation.

Ms. Blasingame distributed the new Library Board of Trustees roster.

Ms. Beverage reported on the completion of the first Workplace Literacy program held at the Hilton, and a request to begin a second round of sessions. She added that the Hyatt Human Resources department is interested in the program as well.

COMMITTEE REPORTS:

HB Reads

Mr. Moore reported that the HB Reads committee selected a book for the 2014 HB Reads campaign, "Lessons from Little Rock" by Dr. Terrance Roberts.

Mr. Moore also shared that the Orange County Library Association is interested in learning about Genealogy, that October is National Family History Month, and that Ancestry.com is free during the month of October.

Friends of the Library

Ms. Beverage reminded the Library Board members that Cathy Thomas is the featured author at the September Authors' Luncheon on Wednesday, September 18, 2013.

Friends of the Children's Library

Nothing new to report.

Orange County, California Genealogy Society

Nothing new to report.

CPLA (California Public Library Advocates)

Nothing new to report.

LIBRARY BOARD COMMENTS:

Chair Vogel acknowledged Ms. Croteau for her extended period as the Chair of the Library Board and thanked her for her service.

STAFF COMMENTS:

None.

ADJOURNMENT:

Chair Vogel entertained a motion to adjourn the meeting. Mr. Lewis moved to adjourn the meeting and Ms. Croteau seconded the motion. There being no more business, the meeting was adjourned.

Respectfully submitted by,

Faith Vogel
Chair