

**Lompoc Library Board of Trustees
Lompoc Public Library, 501 E. North Ave., Lompoc, CA
Tuesday, August 13, 2013, 10:00 AM
Regular Meeting Minutes**

1. Call to Order

President Ruhge called the meeting of the Lompoc Library Board of Trustees to order at 10:00 AM.

Trustees Present: Judith Dale, Luella Knowles, Ann Ruhge, Linual White

Trustees Absent: Maria Aguiniga

Staff Present: Ashlee Chavez, Library Director; Lee Edie, Library Administrative Aide

City Council Rep: Councilman DeWayne Holmdahl

2. Adoption of Agenda

MOTION: It was moved, seconded (Knowles/White), and unanimously carried to discuss the agenda items in order as listed.

3. Consent Calendar

MOTION: It was moved, seconded (Dale/Knowles), and unanimously carried to approve the Consent Calendar with a correction to the start time of the July 12, 2013 meeting to read: 2:30 PM.

4. Presentations

None.

5. Public Comment

None.

6. Library Support Activities

A. Friends of the Library

Friends Co-President Roberta Mitchell reported:

- A very successful book sale with proceeds over \$2,400
- Fundraiser play "Hello Kitty" scheduled for Nov. 10, 2013
- Awaiting to hear back from lawyer regarding Charlotte Web MOU

B. Library Foundation

President Suzanne Schwark reported:

- Sunday outdoor concerts at the Lompoc Library are well attended.
- The Foundation is planning to present \$280,000 collected for the Charlotte's Web project to the city at the September 17, 2013 City Council meeting.
- Renewing their vision
- New board members in office
- Beef up their endowment campaign
- Considering establishing a technical endowment

7. Correspondence

None.

8. Business

A. Report on the completion of Charlotte's Web Children's Library Project

The Library Director advised that at the same city council meeting when the Library Foundation will be turning over the funds for the project, she will provide an updated project presentation. She also confirmed that the 211 South I Street site upgrades cannot happen until the funding balance is known.

B. Report on the status of the Library's re-roofing project

The Library Director advised that the written report includes the most updated information.

C. Report on the 2013-15 budget

The Library Director advised that the County Board of Supervisors approved an increase to the allocation to the library by changing the per capita from \$5.97 to \$6.90. Staff presented suggested uses for the funding to show the county that the increase is used for something tangible.

Trustee White agreed that the increase in revenue is good news and suggested use is appropriate. The Board of Trustees can work in the next year to make sure that increases continue and that work should start now.

D. Consideration of a change to Item Replacement Costs

The Library Director provided proposed changes for item replacement costs and the reasoning for the recommendation.

MOTION: It was moved, seconded (White/Knowles), and unanimously carried to accept the staff recommended item replacement costs with an effective date of September 1, 2013.

ITEM TYPE	REPLACEMENT COST
ADULT NON-FICTION BOOK	\$30
ADULT FICTION BOOK	\$30
BOOK ON CD	\$10
BOOK ON CD: FULL SET	\$50
DVD (TWO OR LESS DISCS)	\$20
DVD (THREE OR MORE DISCS)	\$30
ILLS: OUTSIDE OF BLACK GOLD	COST OF ITEM
JUEVENILE BOOK	\$30
MAGAZINE	\$8
MUSIC CD	\$10
PAPERBACK	\$10
TRADE PAPERBACK	\$20
REFERENCE BOOK	\$60

E. Consider adopting a policy regarding the use of library computers by patrons with fines/fees over \$10.00.

The Library Director provided background information relevant to the proposal which will offer individuals an incentive to make payments and reduce their balance and still be allowed access to library computers.

MOTION: It was moved, seconded (White/Dale), to allow patrons who cannot pay down their account to under \$10, may pay \$5.00 towards their account and be granted a temporary Internet pass for that

day. There is no limit as to how many times a patron may take advantage of this policy. This new policy to be effective September 1, 2013. Staff is requested to provide a future report to determine if the new policy is effective.

F. Report on the funding allocations formulas for County monies

The Library Director provided the report requested by Trustees at the June 2013 meeting. The report explains the current funding allocation formulas used for county monies along with a report on the future direction of said formulas.

9. Library Director's May report and updates

The Library Director reported that the vendor Bibliotheca has been selected to provide the library's new RFID (Radio Frequency IDentification) inventory control system. At their meeting on August 20, 2013 the City Council will be considering funding for the compensation increase for affected library staff as well as the program change for the Village Library branch manager position which was overlooked in the budget process. If approved, an amendment to the Library's compensation plans will be placed of the September meeting agenda. At the Black Gold administrative council meeting, changes regarding the contribution formula between jurisdictions were determined. Staff will provide more details in a report at the next meeting.

10. Roundtable

Trustee Knowles thanked Trustee Ruhge for her presentation at the City Council meeting in regards to salary funding for library staff and to Trustee Dale for the letter she wrote. She asked Councilman Holmdahl to consider a funding allocation to include city employees that work at the library.

Trustee Ruhge asked about pursuing becoming a City Department. The Library Director stated she would share a report on the subject written by previous Library Director, Molly Gerald. The report shows that there is opportunity to move forward in the direction of becoming a City Department, but stated that it was important to remember that City Attorney, Joe Pannone's opinion was that it would not be possible for the City to accept the Library as a department because of the way the State Education Code is worded. No action was taken by the Library Board of Trustees regarding this issue.

11. Adjournment

The meeting was adjourned at 11:24 AM. The next Regular meeting will be held on September 10, 2013 at 10:00 AM at the Lompoc Library, 501 E. North Ave., Lompoc.

Linual White, Secretary
by Lee Edie, Library Administrative Aide