

**Lompoc Library Board of Trustees**  
**Lompoc Library, 501 E. North Ave., Lompoc, CA**  
**Monday, September 20, 2010**  
**Regular Meeting Minutes**

**1. Call to Order**

President Clark called the meeting of the Lompoc Library Board of Trustees to order at 6:09 PM.

Trustees Present: Allan Clark, Lu Knowles, Diane Lawrence, Wickie Rodenhi, Holly Sierra

Trustees Absent: None

Staff Present: Molly Gerald, Library Director, Lee Edie, Library Administrative Aide

**2. Adoption of Agenda**

MOTION: It was moved, seconded (Rodenhi/Sierra), and unanimously carried to switch Items 8A and 9, and discuss the remainder agenda items in order as listed.

**3. Consent Calendar**

MOTION: It was moved, seconded (Lawrence/Rodenhi), and unanimously carried to approve the Consent Calendar with the following changes to the minutes:

Item 8D: Strike the sentence that reads: Trustee Clark replied that the funding is per capita based and therefore impacts all the zones equally, and add: Trustee Rodenhi stated that this was a missed opportunity to address Council.

Item 9A, Second Paragraph, First Sentence should read: Trustee Rodenhi pointed out that Zone 2 extends to Los Alamos down along Ballard Canyon and along to the Gaviota Coast.

**4. Presentations**

A Certificate of Appreciation honoring Norma Gillingham for her 27 years of volunteer service from 1978 to 2005 assisting with notifying patrons by telephone when their reserved items arrived and purging those not picked up. Nina Taylor, President of the Friends of the Library also thanked Norma for her continued years of assistance with the quarterly Friends book sales.

A Certificate of Appreciation honoring Norma McIntire for her for dedicated service since 2002 was read into the record.

**5. Public Opinion**

Nina Taylor thanked Karen Orsua and the Library Foundation for the Lunch with a Bunch of Authors event. She and others found it very enjoyable from the food to table settings and varied authors.

**6. Library Support Activities**

**A. Friends of the Library**

The Friends President, Nina Taylor, reported that the magazine subscription donation campaign ended September 15 and she has yet to be provided with a report from that campaign chairman; a donation in memory of Helen Grossman has been received to purchase materials and to make improvements to the Grossman Gallery; officer elections will be held at their next meeting on September 28; the next book sale will be held October 21-23 and they plan to have an article in the *Lompoc Record* soon that will explain how the leftover donated items are handled.

**B. Library Foundation**

Foundation President, Karen Orsua, reported that the "Lunch with a Bunch of Authors" fundraiser was very successful and they hope to continue offering this event. The cost of the

luncheon was sponsored and even though the event was not sold out, they anticipate an approximate \$2,700 profit from ticket sales and book sale profits. When reported that the event was posted to the Chamber of Commerce's Friday Focus, Trustee Rodenhi suggested that the event be posted also to their event calendar as the Friday Focus is only sent to Chamber members. The event calendar is open to the public on the web. She suggested that Library staff also use the event calendar for upcoming programs.

## **7. Correspondence**

None.

## **8. Old Business**

**A. Charlotte's Web Children's Library Learning Center** (see after Item 9 per Item 2 above.)

### **B. Review FY 2010-2011 budget**

A 2010-11 budget summary update was provided. Trustee Clark expressed concern that expenses exceed revenue in all accounts except for Buellton. Staff advised that County funding was yet to be received and that the City of Lompoc normally credits one-twelfth of its funding each month, although no revenue has been posted to date. Trustee Rodenhi said in the past Finance has said that as long as the City began with a balanced budget the costs would be covered until County and other budgeted revenue sources were received. Trustee Sierra shared that the City of Buellton budget is not balanced and at this time they are covering expenses from reserves. Trustee Clark also asked for information about the number of pay periods each month. Staff advised that there are two payrolls each month with a couple of exceptions during the year in which there are three payrolls. Staff never reports a partial payroll. Staff will provide Trustee Clark with the requested information.

Related to the Literacy program budget, staff advised that funding from the Santa Barbara Foundation was received after the report was prepared for this meeting. Trustee Clark mentioned that at the joint meeting with the City Council strong statements were made in support of helping fund the Literacy program. He inquired about the procedure for following up on funding with City Council. Staff advised that this should be considered for a future City Council meeting.

## **9. Other Business**

### **Revision of the Gift Policy of the Lompoc Library System and acceptance of the \$10,000 donation from the family of Janet Smith**

The Library Director reported on the receipt of \$10,000 from the family of Janet Smith in memory of her mother Roberta (Robby) Thompson. The family's wish is to use the donation to provide a gift that will help children learn to read and enhance their learning experience at the Lompoc Library. They are pleased that the donation funded furnishings and equipment for a computer center. Staff recommended a change to the Library's Gift Policy under Major Contributions, to include appropriate signage other than wall plaques, to allow the flexibility to select other types of signage that might be more appropriate in certain cases. Staff advised that a dedication will be organized once all the furnishings and equipment are in place, hopefully by late October.

MOTION: It was moved, seconded (Sierra/Rodenhi), and unanimously carried to:

1. approve a revision to the Lompoc Public Library System Gift Policy, Section titled, Major Contributions, to include appropriate signage other than permanent individual wall plaques, and
2. accept the gift of \$10,000 from the family of Janet Smith to fund a new computer area in the Children's Room of the Lompoc Library, and

3. accept the designation "Robby's Learning Lab," which would be printed on a sign hanging from the ceiling above the new computer area.

## **10. Other Business**

### **A. Library Update**

The Library Director reported program details for the Community Reads event, a collaborative project with Allan Hancock College and the Santa Maria Public Library. The three agencies jointly chose the reading material but have planned programs independently. Staff will evaluate whether they will collaborate in future years.

The Library Director shared a copy of *Canterbury Tales* that was translated by Reference staff member Chris Lauer, noting how fortunate the Library is to have employees of this caliber on staff.

### **B. Director's Activities and Update**

The Library Director reported on last week's meeting of the County Library Advisory Committee. The matter of shifting Buellton into Zone 1 or otherwise changing the jurisdiction of branch libraries in the Santa Ynez Valley was not on the agenda. The directors of the Lompoc and Santa Barbara libraries provided information about the impact of possible changes to Assistant County CEO Terri Maus Nisich two weeks prior to the meeting, and this matter will likely be considered further at the next quarterly meeting. Supervisor Doreen Farr asked on the day before the meeting that library directors report on book mobile service. Directors advised that Santa Maria discontinued book mobile service in 1992, Santa Barbara discontinued the service last year, and Lompoc never had a book mobile, instead using County capital funds to build the Village Library in 1976. Supervisor Farr's concern was for rural areas such as Los Alamos. Directors mentioned other service options such as homebound delivery and shared use of school library facilities as alternatives to book mobile service.

The Library Director reported staff interest in participating in Make a Difference Day with another Food for Fines project to help promote more active library card users. Recently the Black Gold Cooperative Library System is in the process of purging the number of registered library cards that have no fines and have been inactive for 3 years. This will lower the number of cardholders credited to the Lompoc Library by approximately 5,000. Trustee Rodenhi asked if individuals with outstanding fines have been submitted to collection and was told that a large percentage fall under the \$40 threshold for submittal to collection activity.

### **Roundtable**

Trustee Knowles complimented the letter of support for the Charlotte's Web Children's Library project from Susan Williams, Principal of Lompoc Adult Education. Trustee Knowles will ask if Ms. Williams would consider composing a shorter version as a letter to the editor of the Lompoc Record.

## **8-A. Charlotte's Web Children's Library Learning Center** (moved as directed under Item 2)

1. Trustees Clark and Rodenhi and the Library Director reviewed the draft presentation to City Council scheduled for October 5, 2010. The Library Director will cover the background of the project and Trustee Clark will cover the project development and status.

Trustee Sierra mentioned that she recently attended a League of California Cities conference. One session included information that now is the time for construction, with building costs savings up to 33%.

The Library Director mentioned that the fundraising cost of \$292,540 could be removed, as no decision has been made to hire a fundraising consultant. Discussion followed related to the need to align the City Engineering staff's budget with the one that the Library presents since it is the source for the data. The Library Director will check with co-project manager, Craig Dierling about removing this cost.

In going through the PowerPoint slides, Trustee Clark suggested that in the oral presentation it could be noted that an addition to the Lompoc Library building would actually be more expensive than construction of Charlotte's Web.

Trustee Sierra noted that in comparing the Charlotte's Web Children's Library project to projects she has reviewed as a Buellton City Councilmember, she sees the value of Charlotte's Web to the Lompoc community.

Trustee Rodenhi stated that a meeting should be held with the Benton Trustees prior to the October 5 presentation on the project to explain that Library Trustees and staff feel there are funds available for the project and explain the context in which a statement regarding return of funds to the trust is being made.

Trustee Rodenhi inquired about the status of a new resolution of support for Charlotte's Web from the Lompoc Unified School District Board. The Library Director advised that this has not yet been received.

2. Trustee Clark would like to end the presentation by conveying to City Council that the City needs to find the funding. Discussion followed regarding ramifications of giving up the project. If the City can't fund Charlotte's Web, there is no other way to fund the project. No statement was developed into a motion for consideration and this item was tabled to the next meeting.

Trustee Sierra was excused at 8:35 PM.

## **11. Adjournment**

The meeting was adjourned at 8:55 PM. The next scheduled meeting will be held on Tuesday, October 12, 2010, 6:00 PM at the Village Library, 3755 Constellation Rd., Lompoc, CA.

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Diane Lawrence, Secretary  
by Lee Edie