

Lompoc Library Board of Trustees
Village Library, 3755 Constellation Rd., Lompoc, CA
Tuesday, January 12, 2010
Regular Meeting Minutes

1. Call to Order

President Clark called the meeting of the Lompoc Library Board of Trustees to order at 6:04 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, Lara Schnick, Village Library Branch Manager

2. Adoption of Agenda

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

3. Consent Calendar

MOTION: It was moved, seconded (Rodenhi/Knowles), and unanimously carried to approve the consent calendar as presented.

4. Presentations

A Certification of Appreciation will be given to Roberta Mitchell for her 6 years of service as Book Sale Chairman for the Friends of the Library.

Village Library Branch Manager Lara Schnick reported on library staffing, activities, and changes within the library for better public access.

5. Public Opinion

None.

6. Library Support Activities

A. Friends of the Library – Nina Taylor, President

The Friends President announced that the next book sale will be held January 21-24.

Chris Pauley was introduced as a member of the Village Friends Board and as Village Board representative to the larger Friends Board. A representative for the Buellton Library is still needed.

B. Library Foundation - Karen Orsua, President

The Foundation President announced that their next meeting will be held on 1/14/10.

Items for discussion will be goal setting, selection of a nominating committee for officers that will be elected in July, and the recruitment of new board members.

7. Correspondence

The Library Director announced that Trustees Clark and Knowles had submitted their application for another term; appointments will be made at the 1/19/10 City Council meeting. A letter was received from Leadership Lompoc Valley expressing thanks for the Lompoc Library tour given as part their December "Community Enrichment" topic day. Molly Gerald received a letter from the City Administrator commending her for use of no sick leave in 2009. Information regarding an upcoming CALTAC workshop was distributed and Trustees Clark and Rodenhi are considering attending.

8. Old Business

A. Charlotte's Web Children's Library Learning Center

The Library Director has been in contact with Dinah Lockhart, an associate planner for the City, who administers Community Development Block Grant (CDBG) funds. Ms. Lockhart's target City Council report date is 2/16/10. Her report will cover five year projections for use of funds. The Library Director plans to meet with the Charlotte's Web committee within the next week. She also plans to obtain information from co-project manager, Craig Dierling and Ravatt, Albrecht, & Associates within the week. This is part of preparation of a presentation to City Council updating them on the Charlotte's Web project. An increase in the CDBG allocation for Charlotte's Web would be significant to the fundraising effort. The Library Director reported that in the Charlotte's Web agreement it states that the Library Director is responsible for fundraising for the project. The Library Foundation has advised that their grant request to the Wood-Claeysens Foundation was not approved for the third straight year.

Trustee Rodenhi asked the Library Director to investigate what has happened to projects that were approved during the third and final round of grant awards made through the State Bond Act of 2000. The Charlotte's Web project proposal was submitted during the third round, but was not selected for funding.

B. Review of the 2008-2009 Budget.

The report was accepted as presented. In addition to the expense update, a second quarter budget summary was reviewed and staff was asked to check the Literacy figures for accuracy.

The Library Director advised that the City Council directed the City Administrator to schedule mandatory customer service training for all employees. Each employee will be attending a 2 hour session.

9. New Business

None.

10. Other Business

A. Library Update

The Library Director announced the retirement of Fire Chief Linual White and resignation of Management Services Director Rene Vise to accept a job with City of Santa Maria. The Lompoc City Council has set two public workshops, 1/19/10 and 2/6/10, for goal setting and budget review. The Grow the Village Library campaign has now raised \$4,820.17. The election of officers for the Board of Trustees will be on next month's agenda.

B. Director's Activities and Update

The Director's report was presented without change. She advised that the physical locations for the handling of inter-library materials is being changed as a result of staff and volunteer health issues due to the weight and location of the bags.

C. Roundtable

Trustee Clark asked for a walk through of the main library at the conclusion of next month's meeting to point out changes made with the installation of the new public service desk and altering the physical layout of furnishing. Nina Taylor voiced that the new layout is so much better for keeping track of patrons and equipment use.

10. Adjournment

The meeting was adjourned to the Executive Session at 6:47 PM.

Executive Session

The meeting reconvened at 6:55 PM.

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

Trustees Absent: None

Trustees discussed the pre-evaluation of the Library Director's annual performance review and actions to be taken were agreed upon.

The meeting was adjourned at 7:15 PM. The next regular meeting will be held on Tuesday, February 9, 2010, 6:00 PM at the Lompoc Public Library.

Diane Lawrence, Secretary
by Lee Edie