CITY OF ORANGE LIBRARY SERVICES DEPARTMENT
ORANGE PUBLIC LIBRARY
BOARD OF TRUSTEES
January 26, 2009
Staff Conference Room, Orange Public Library & History Center
407 E. Chapman Avenue, Orange 92866

I. CALL TO ORDER (3:05 p.m.)

1.1 Pledge of Allegiance

Chair Douglas Westfall led the Pledge of Allegiance.

1.2 Roll Call

Trustees Present:	Chair Douglas Westfall, Trustee Nancy Collins and Trustee Mark Clemens
Trustees Absent:	Vice Chair Jonell Schlund
Staff Present:	Interim Library Director Yolanda Moreno, and Executive Assistant Jan Reichert.

1.3 Adoption of Agenda

Trustee Collins moved to approve the agenda as presented; Trustee Clemens seconded the motion, and it carried unanimously.

1.4 Approval of Minutes

Trustee Clemens moved to approve the minutes of the December 15, 2008 meeting as presented; Trustee Collins seconded the motion, and it carried unanimously.

Interim Library Director Yolanda Moreno asked to move Item V., New Business, 5.1 to the front of the agenda. Trustees consented.

V. NEW BUSINESS

5.1 Presentation by James Keniston – request to have a showing of line drawings of historic building in Orange at OPL

Local artist James Keniston would like to display his illustrations of historic Orange at the Orange Public Library. Mr. Keniston is from London/England and recently moved to the United States, specifically Orange. He specializes in painting architectural renderings. He passed around several of his pieces in his portfolio. He would like to display 14 to 16 framed drawings. The artwork would be displayed in the Art Gallery located across from the customer service desk.

The Board was in agreement to proceed with a display of James Keniston's artwork in the Main Library, based on its own merit, when the current display of Maya Rad's artwork ends January 30.

II. LIBRARY DIRECTOR'S REPORT

2.1 Monthly Report, January 2009

Interim Library Director Yolanda Moreno gave a verbal report:

- Budget due February 9. The library will submit the same budget as 2008 (minus the $141,000 we gave back). The City is facing a deficit so the City Manager will be presenting the City Council with some scenarios. The City Council will decide which of these scenarios will best help the City meet its deficit. All vacant positions with the City of Orange have been frozen. The City Manager has asked each department to submit a scenario of a 5 percent cut, which for the library is $229,000. This is in addition to what we already have cut.
- The consolidation with MCLS is still uncertain. This will be discussed at next month's SLS Director's meeting.
- ROAR volunteers have started bilingual storytimes twice a week at Main. Next month the volunteers will present their first craft program.
- Digitization of the city directories is the first phase of the Local History digitization project. Once these directories are digitized, they will be available on the library website.
- The library received $5,000 for our Shades of El Modena project. The $5,000 will be accepted at the January 27 City Council meeting.
- The Friends had their Annual Meeting a few weeks ago in the community room. President Kathleen Ford asked library staff to bring some of the items we purchased with the Friends money. Different stations were set up showcasing the digital frame for the Shades of El Modena program, Wii (Rock Star, and Games), and the Traveling Book Club materials. There were about 25 in attendance and everyone had a good time.
- Library submitted an article about collecting photos for our Shades of El Modena project for the next issue of the Orange Magazine.
- Young Adult Services is hosting an SAT prep program for teens on Saturday, February 7.

2.2 Financial Reports for December 2008

Received and filed. We are a little under where we should be because the City Manager sent a memo to all City employees asking everyone to be very frugal and purchase only what is necessary. Trustee Clemens inquired about the vacation payout for Library Admin. Interim Library Director Moreno stated that the payout is when she cashed in a portion of her vacation. The City allows benefitted employees to cash out ¼ of what their total vacation hours are.

III. BOARD REPORTS

3.1 Report from Chair Westfall

A gentleman from the Naturalist Society (conducts weekly hikes in the local hills and mountains) contacted Chair Westfall regarding a fellow who lives in Orange who took flash photos in the

1950's of the interior of local mines. Chair Westfall indicated that he would get these photos for our archives if we wanted them.

3.2 Report from Foundation Liaison

Interim Library Director Moreno gave the report for Ms. Schlund. The Foundation will be giving $150,000 to the City at the February 10 City Council meeting. The donor wall has been updated with new plaques, and new signage is going up next week for two donors. The Foundation is planning a Mother Daughter Tea to be held in May, and continue to move forward on its Capital Campaign. New slate of officers installed – President, Kimberlee Nichols, Vice President, Tom Searles, Recording Secretary, Priscilla Selman, and Treasurer, Jonell Schlund. Board Members Jim Beam, Linda Brown, and Mary Campbell are moving to the Foundation Advisory Board. At the request of Chair Westfall, Interim Library Director Moreno will bring a list of Foundation accomplishments to the February 23 Library Board of Trustees meeting.

3.3 Reports from Trustees

Trustee Clemens offered to put together a memo on how to put together a 5 & 10K Race fundraiser and present it at the February 23 meeting.

IV. OLD BUSINESS

4.1 Literacy Ideas

The Library Literacy contract ($10,000 a year) with OC Read expired in December 2008. We are trying to establish contact with OC Read to talk about a new literacy contract, but with staff changes at OC Read and county budget cuts we have been unsuccessful in making contact. Even though we are working without a contract OC Read is still providing services. Staff will continue to make contact with OC Read to amend or extend the contract. We currently have $12,222 in the Spelling Bee Fundraiser budget line item. When we pay the $10,000 for our 2008 contract the balance will be $2,222.38; add the money raised from the October 2008 Spelling Bee ($5,000 from the Friends and other monies raised) minus expenses will leave a balance of $5,061.32 Add the $5,061.32 to the $2,222.38 and we will have $7,283.70. This amount is what we currently have in our budget for our 2009 literacy contract. When we establish contact with OC Read we will ask what $7,283.70 will get us if we are not able to raise any additional money in 2009 for literacy.

Trustee Collins asked the following questions regarding the literacy program. Interim Library Director Moreno responded that these questions have been asked of OC Read and as soon as we make contact with them we will get answers to these questions.

- How many people are we helping/serving?
- What is the cost per person?
- What do we get for our $10,000?

Trustee Collins added that if we have the breakdown of the cost per person (i.e., "it cost $175 for each person to go through the literacy program) maybe we can look at a campaign such as

"Sponsor a Person for $$." She also stated that if OC Read does not respond to staff inquires then perhaps we should look at other options such as building our own program or look into other programs that might be available to us. She asked if we could find out what other cities and libraries are doing and what type of literacy programs they have in place. Interim Library Director Moreno stated that we can survey all the SLS Libraries through MCLS for this information. She will work with Executive Assistant Jan Reichert regarding getting this survey out to OC libraries and bring the results to the next board meeting.

Interim Library Director Moreno reported The Friends of the Library suggested that instead of fundraising $10,000 for adult literacy (with a Spelling Bee or Trivia Bee as suggested by Chair Westfall) we should ask our library support groups for this amount. She added that the Friends are committed to giving us $5,000 for literacy so perhaps we could get the other $5,000 from the Library Foundation. She said that once we have answers and more information from OC Read then we can approach the Library Foundation for a donation.

The consensus of the Trustees was that before we make any kind of decision on the adult literacy program or move forward with a plan we need more information. Trustee Collins added that she would like to keep the adult literacy program under Trustee domain. All Trustees were in agreement.

V. ANNOUNCEMENTS

- State of the City, Thursday, February 12, 11:30 a.m. at the Doubletree Hotel in Orange
- Friends of the Library, 50th Anniversary & Local History Festival, Saturday, April 25, place TBD
- Article in *Orange Magazine* – collecting photos for our Shades of El Modena program
- *Para Todos* – Spanish magazine – we will include two articles: El Modena Veterans Project and feature Moreno's Restaurant that will be host to a reunion of the El Modena area

VI. PUBLIC COMMENT

None

VII. ADJOURNMENT

Trustee Clemens moved, and Trustee Collins seconded the motion to adjourn the meeting at 4:25 p.m. The motion carried unanimously. The next meeting will be held on Monday, February 23, 3 p.m. in the Staff Conference Room, Orange Public Library & History Center, 407 E. Chapman Avenue.

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Yolanda Moreno, Interim Library Services Director Attested on