

**ORANGE PUBLIC LIBRARY BOARD OF TRUSTEES
APPROVED 4/15/2019**

**MINUTES
Monday, March 18, 2019; 3:30 p.m.**

1. Call to Order / Pledge of Allegiance (3:30 pm)

1.1. Roll Call

Present: Steve Freeman, Rebecca Martinez, Marva Hitchcock, Patti vanVoorst, Peggy Calvert

1.2. Approval of Meeting Minutes dated February 25, 2019 with correction to item 4.1.2 to read, "...their library card, so no need to carry your card."

Motion: Calvert

Second: vanVoorst

Ayes: Freeman, Martinez, Hitchcock, vanVoorst, Calvert

2. Foundation (Linda Cundiff)

- 2.1. Ms. Cundiff introduced the newest Foundation staff member Lynn-Marie Frediani who is working on their Facebook page and email list relating to the Gala. She asked the members of the Board to "like" their Facebook page and share their posts to help promote the Foundation.
- 2.2. The Gala is on Sunday, June 2, 2019 from 3-7 pm., tickets cost \$75. Invitations will be sent via email.
- 2.3. National Charity League helped package 1,800 packs of seeds in the past month.
- 2.4. Brought in \$37 for Friends during their storytime at the Farmers Market.

3. Library Director's Report

3.1. Updates

- 3.1.1. Changes taking place at Elmo, removing shelving, lights changed, pages work space will become a public seating space. More to come.
- 3.1.2. Construction is taking place to swap out one of the Study Rooms with another office area located by Adult Literacy. The Study Room (located closest to the Adult Reference Desk upstairs) will be converted into the Adult Services Manager's office (adding a door to create access from the office to staff area). The previous office space will be used as a Study Room/extra Literacy space.
- 3.1.3. Construction has also started on the new sorter installation in Lending Services.
- 3.1.4. Library building paint job has a few issues that will be addressed.
- 3.1.5. Food drive is taking place at the Library.
- 3.1.6. PC & laptop times have been extended.
- 3.1.7. Programming is going well; trying new ideas.
- 3.1.8. Library's mobile app will launch soon.

3.2. Financial Report – the Library is right on track.

4. Board Reports

- 4.1. Report from Orange Public Library Foundation Liaison – everything covered in item 2 above.
- 4.2. Report from Friends of the Library Liaison (Marva Hitchcock)
 - 4.2.1. The Friends had to change their regular meeting to 3/25/19 due to no quorum.
 - 4.2.2. Spring book sale is set for 3/30/19.
 - 4.2.3. Fundraiser at Avila's 4/25/19.
 - 4.2.4. Coupons redeemed: 48, all from Friends.
- 4.3. Report from Chair Freeman
 - 4.3.1. Reminder that 700 Forms are due to City Clerk's office.
- 4.4. Reports from Trustees
 - 4.4.1. Vice Chair Martinez reported that TLC (charter school) is having a spring jam on 3/30/19 and invited the Board to stop by.
 - 4.4.2. Trustee Calvert inquired about the Adult & Branch Services financial report showing only 54% being spent, Ms. Harpster informed her that the financial report is not showing credit card purchases.

- 4.4.3. Trustee Calvert asked about promoting the Eichler Home Tour taking place in May at the Taft Branch Library since it's near the area of these homes.
- 4.4.4. Trustee Calvert reported she had 61 Ukulele players at Saturday's event.
- 4.4.5. May Parade – Director Curtis stated that he can get the application fee waived if Trustee Calvert would like to pursue attending the May Parade with Ukulele Soup performing. Trustee vanVoorst said she may have a vehicle for them to use. Trustee Calvert will complete the application.

5. Old Business

- 5.1. Serving with a Purpose Conference (5/23/19 Ontario)
 - 5.1.1. Ms. Eriksen will purchase tickets for the Board, they all will attend.

6. New Business

- 6.1. Library Board's basket contribution due to Friends by 6/1/19
 - 6.1.1. The Board asked Ms. Eriksen to look into getting VIP passes for 3rd of July.

7. Public Comment

- 7.1. Visitor Jan Drinkgern who is the membership chairperson with the Orange Community Historical Society (OCHS), wanted to attend the Library Board of Trustees meeting to introduce herself; OCHS would like to build their relationship with the Library and plan to attend future Library Board meetings regularly.

8. Adjournment (4:29 pm)

*The next Board of Trustees meeting is Monday, April 15, 2019; 3:30 p.m.
Orange Public Library & History Center – Rotary Room*