

**MINUTES
LIBRARY BOARD OF TRUSTEES**

Wednesday, January 22, 2020
5:00 P.M.
Central Library
7111 Talbert Avenue
Huntington Beach, CA 92648

ROLL CALL:

MEMBERS PRESENT: Croteau, Lewis, Miles, Moore and Vogel

MEMBERS ABSENT: Cox (excused)

STAFF PRESENT: Beverage and Roesner

COUNCIL LIAISONS PRESENT: None

PRESENTATIONS/COMMENDATIONS:

MINUTES: November 19, 2019

CHAIR MILES ENTERTAINED A MOTION TO ACCEPT THE NOVEMBER 19, 2019 MINUTES AS SUBMITTED: SO MOVED BY MR LEWIS, AND SO SECONDED BY MS. CROTEAU AS NONE WERE OPPOSED, THE MINUTES OF NOVEMBER 19, 2019 WERE ACCEPTED AS SUBMITTED.

ORAL COMMUNICATIONS/PUBLIC COMMENTS: None

ADMINISTRATIVE ITEMS:

Ms. Roesner presented the meeting minutes to Chair Miles for his signature.

DISCUSSION ITEMS:

F-1. Budget Preparation for 2020/2021 Fiscal Year Ms. Beverage informed the Board that the Budget process has started. The Library will submit all forms to finance on January 31st. The Library is asking for a small increase in the budget to cover the increase of our contracts, such as janitor services, carpet cleaning and window cleaning due to the state minimum wage increase. Public Works has submitted the CIP items. These items include, the lower floor public restrooms, Talbert Theater renovation, building alarm system, PA system, AMH replacement or upgrade, meeting room renovation and Fountain restoration.

F-2. City Game Plan The City Manager is rolling out a new City Culture Game Plan. Each month the City will focus on a trait the City believes is important for the City Culture. This month the focus is on "Team Oriented" behavior. Ms. Beverage is leading a group to brainstorm ideas on Internal Cross Communication, how departments can better communicate with each other.

F-3. Building Project and Personnel Updates The Talbert Restrooms are completed and open to the public. The Tabby Theater renovation has begun. The tech booth and theater lighting has been removed. Ms. Beverage has requested a quote for flooring and video and audio equipment.

Ms. Beverage informed the Board that the City has opened two RFP's one for new lighting and sound in the theater and one for a Library Master Plan. Wayfinding installation will start up again on Monday. The Senior Librarian position posted today. This is a promotional opportunity within the Library.

INFORMATION ITEMS: Ms. Roesner distributed information about Teen Programs, Family Literacy and the Children's Department for Library Board review

LIBRARY SUPPORT ORGANIZATIONS REPORTS:

HB Reads Mr. Moore informed the Board that a Panel of speakers from the LGBTQ Community is scheduled for January 30th

Friends of the Library Nothing new to report.

Friends of the Children's Library The Author's Festival is January 28th, with 22 writers attending. The writing contest for grades k-8 had 455 entries. The Taste of Huntington Beach is April 26th.

Orange County, California Genealogy Society Ms. Beverage has a scheduled meeting with the current President to discuss digital equipment for the area. With the addition of Family Search additional computers have been installed in the area.

CPLA Nothing new to report.

LIBRARY BOARD COMMENTS: Ms. Parker informed the Board that the Veteran's Resource Center has assisted approximately 400 Veterans since it opened last year.

STAFF COMMENTS: No comments at this time.

ADJOURNMENT:

Chair Miles entertained a motion to adjourn the meeting. Ms. Croteau moved to adjourn the meeting and Ms. Parker seconded the motion. There being no more business, the meeting was adjourned.

Respectfully submitted by,

Ben Miles, Chair