



CITY OF EL SEGUNDO LIBRARY BOARD OF TRUSTEES REGULAR MEETING AGENDA

MEETING DATE: Tuesday, March 11, 2014

MEETING TIME: 7:00 P.M.

MEETING PLACE: El Segundo Public Library
Rose Garden/Gazebo Room
111 W. Mariposa Avenue
El Segundo, CA 90245

The Board of Trustees, with certain statutory exceptions, can only take action upon properly posted and listed agenda items.

Unless otherwise noted in the Agenda, the public can only comment on City-related business that is within the Board of Trustees' subject-matter jurisdiction and items listed on the Agenda during the **Public Communications** portion of the meeting. The time limit for comments is generally limited to five minutes per person.

Before speaking to the Board of Trustees, please come to the podium and state: Your name and residence and the organization you represent, if desired. Please respect the time limits. While all comments are welcome, the Board of Trustees may not take action on any matter not on this Agenda. Board of Trustees members may respond to comments after Public Communications is closed.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk (310) 524-2305. Notification 48 hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

A. CALL TO ORDER

B. ROLL CALL---

(The Director of Library Services, Debra Brighton, is at a Public Library Association Meeting. Mark Herbert, Senior Librarian, will give the staff reports in her absence.)

C. PRESENTATIONS – None

D. PUBLIC COMMUNICATIONS (Related to City Business only and for which the Advisory Committee is responsible – 5 minutes per person; 30 minutes total).

E. APPROVAL OF MINUTES for January 14, 2014

F. SPECIAL ORDERS OF BUSINESS – None

G. UNFINISHED BUSINESS –

- 1. Review and discuss the status of the contract with Progressive Technology Federal Systems (PTFS) for digitalizing the Library's *El Segundo Herald* newspaper collection on microfilm.**

Mark Herbert, Senior Librarian, will give a report on the project for digitalizing the *El Segundo Herald* and provide upcoming installation information.

H. NEW BUSINESS –

1. Review and discuss the recent report: High-speed Broadband in California Public Libraries-- An Initiative of the California State Library: Needs Assessment and Spending Plan

I. STAFF REPORT – SENIOR LIBRARIAN, Mark Herbert

1. Discussion of Library Programs, Services, Budget, Material Collections, Facility Maintenance, Personnel Changes, and Other Items Related to the Administration of the El Segundo Public Library.

J. STAFF REPORT – SCHOOL DISTRICT LIBRARIAN, Joanne Gen

1. Report on the School Libraries, including the El Segundo High School, the Center St. Elementary School, the Richmond St. Elementary School, and the Middle School.

K. FRIENDS OF THE LIBRARY REPORT

1. Report on Book Sales, Donations, Historical Committee Activities, Special Events and Other Items Related to Friends of the Library Business.

L. BOARD MEMBER COMMENTS

M. ADJOURNMENT

POSTED BY:

j. genney

DATE:

3/4/14

TIME:

3:45pm