



# CITY OF EL SEGUNDO LIBRARY BOARD OF TRUSTEES REGULAR MEETING AGENDA

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MEETING DATE: Tuesday, January 13, 2015

MEETING TIME: 7:00 P.M.

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

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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.*

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**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
- 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 November 10, 2014
- F. SPECIAL ORDERS OF BUSINESS – None
- G. UNFINISHED BUSINESS –
  - 1. Update on new personnel.

The Director will briefly discuss the numerous changes in staff at the service desks since the last Board meeting.

H. NEW BUSINESS –

1. Technology Upgrades to Library Catalog and Check-out System

At the December 16, 2014 City Council Meeting, a system upgrade to our Library Catalog and Check-out system, *Millennium*, was approved for \$56,000. The new system will be called *Sierra* and an enhancement subscription, *Encore*, will bring our fifteen year-old system into the modern age of mobile apps, EBook integration and a Google like search capacity. The new systems will bring all access points into a “one stop” search experience for all research, homework, and self-improvement topics. Encyclopedias, maps, magazines, biographies, other specialized databases and fiction resources will now be found all together in one search. Implementation should begin in April 2015.

I. REPORTS – LIBRARY DIRECTOR (No Board Action Required)

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.

2. 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.

a. Library Director’s Report

b. School District Librarian’s Report

J. REPORTS – PRESIDENT, FRIENDS OF THE LIBRARY (No Board Action Required)

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

K. BOARD MEMBER COMMENTS

L. ADJOURNMENT

POSTED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_