



CITY OF EL SEGUNDO LIBRARY BOARD OF TRUSTEES REGULAR MEETING AGENDA

MEETING DATE: January 12, 2016
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
- 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, 2015
- F. SPECIAL ORDERS OF BUSINESS – None
- G. UNFINISHED BUSINESS –
 - 1. One Library Board Vacancy – Mark Herbert, Acting Library Director

There are now three candidates waiting to be interviewed by the City Council to fill the one Library Board vacancy which has been open since July 2015. The soonest that the interviews could be performed is at the January 19, 2016, City Council meeting.

2. Library Exterior Painting Project – Mark Herbert, Acting Library Director

The Public Works Department is proceeding with the bid process to paint the exterior of the Library Building. They are also looking at remediating the lead found at different locations around the library with a sealant.

3. Encore Installation to Sierra Catalog Database – Mark Herbert, Acting Library Director

The Information Technology (IT) Acting Manager is in the process of hiring some special consultants to handle the backlog of projects. He has told us that installing Encore is a top priority when he can bring the consultants onboard soon. After it is installed, Mark will do a demonstration to the Board of the new catalog and all the new features.

H. NEW BUSINESS – None

I. REPORTS – ACTING 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.

J. REPORTS – SCHOOL DISTRICT (No Board Action Required)

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.
 - a. School District Librarian's Report

K. 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.
 - a. President's Report
 - b. History Committee Report

L. BOARD MEMBER COMMENTS –

M. ADJOURNMENT –

POSTED BY: 

DATE: 1/7/16

TIME: 11:16 a.m.