



CITY OF EL SEGUNDO LIBRARY BOARD OF TRUSTEES REGULAR MEETING AGENDA

MEETING DATE: May 9, 2017

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 –

1. Summer Reading Programs---Sindee Pickens and Julie Todd.
Presentations of the upcoming summer reading programs for children and adults starting June 2017 through August 2017.
2. The Annual Author Fair, June 11, 2017---Julie Todd
Presentation of the 2017 Author Fair and the various activities: author signings, discussion panels, raffle drawings, book sales, musical performers, food trucks, historical photo tent and children's programs to coordinate with the City's Centennial celebrations.

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 March 14, 2017

F. SPECIAL ORDERS OF BUSINESS –

1. Discussion for the Recruitment of new Library Board member(s) for July 2017.
President Penny Armstrong has served her two terms and, according to the Bylaws, cannot serve a third term. Sara Whelan, Secretary/Treasurer, has served one term and is eligible to serve a second term by re-submitting an application for City Council review and an interview. The Board is encouraged to invite friends and neighbors, who must be an El Segundo resident, to also apply to the Library Board of Trustees.
2. Selection of Sub-committee for a Slate of Officers for July 2017-June 2018.
Penny will select a sub-committee of two Board members to develop a slate of officers for next year. The election for officers will be held at the Board's July 11, 2017 meeting.

G. UNFINISHED BUSINESS –

1. Update on the Full-Time Library Assistant Position
Alonso Bautista started the Library Assistant position on Monday, April 24 and will be training with Mark Herbert for his cataloging duties. He will also be training with Kristina Kora-Beckman to learn troubleshooting library hardware and minor software issues.
2. Report on the Library Board Subcommittee for the WiFi Zone Project
Review of subcommittee members', Penny Armstrong and Janice Merva, meeting on April 17, 2007 with staff, field trips to other libraries and summary of cost proposals for a new WiFi Zone located behind the Adult Reference Desk.

H. NEW BUSINESS – None

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.

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

1. Report on the School Libraries, including those at El Segundo High School, Center Street Elementary School, Richmond Street Elementary School, and the Middle School.
 - a. Library Director's Report
 - b. 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: 5/4/17

TIME: 4:29 p.m.