



CITY OF EL SEGUNDO LIBRARY BOARD OF TRUSTEES REGULAR MEETING AGENDA

MEETING DATE: July 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 May 10, 2016

F. SPECIAL ORDERS OF BUSINESS –

1. Election of Library Board Officers for 2016/17

New officers are elected each year to fill the positions of President, Vice-President and the Secretary/Treasurer. A sub-committee of the President, Sara Whelan, and another Board member has prepared a slate of officers. Board members may also write in names on the ballot.

G. UNFINISHED BUSINESS –

1. Interviews by City Council to Appoint a new Library Board Member.

The City Council will be conducting interviews to appoint several new positions for City Boards and Commissions. The Library Board has one vacant position from Kevin Smith's expired term in June.

2. Completion of Exterior Library Building Painting Project.

The painting of the exterior of the library was completed in early June with a highlighted terracotta color added on the façade of the old entrance on the Richmond side, and matching color on cornices around the top border of the 1940s section of the building.

3. Window Replacement Project Update.

Workers began taking out the windows along the Westside of the 1940s section of the library in late June in order to replace them with new ones. The project is going slower than expected due to the difficulty in taking out the old windowpanes, but should be done by the end of July.

4. Discard Day on August 26, 2016---10am-3pm.

Volunteers are needed to work 2-4 hour shifts along with staff to discard approximately 3,000 non-fiction books in the adult section. Volunteers will be paired with staff to work off a list to pull books that are not circulating, are excessively worn, or the information is no longer current. The library will be closed to the public and lunch will be provided.

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 Library.

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

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

