

**MINUTES OF THE REGULAR MEETING
OF THE
MONROVIA LIBRARY BOARD
HELD THURSDAY, FEBRUARY 27, 2014**

CONVENE: Library Board President Wall convened the regular meeting of the Monrovia Library Board on Thursday, February 27, 2014 at 7:00 p.m., in the Monrovia Community Center Monroe Room, 119 West Palm Avenue, Monrovia, California. Staff in attendance; Acting Library Division Manager Linda Granicy, Youth Services Librarian II Elizabeth Schneider, Adult Services Librarian II Carol Kampe and Administrative Secretary Tina Wells

PLEDGE OF ALLEGIANCE: Boardmember Harvis led the Flag Salute.

ROLL CALL: In attendance; Boardmembers Carlson, Harvis, and President Wall. Vice President Radford and Boardmember Morgan – excused.

PRESENTATIONS: None

CONSENT CALENDAR It was moved by Boardmember Harvis and seconded by Boardmember Carlson to approve the consent calendar consisting of CC-1 and CC-2, with a correction to the minutes (CC-1) under the liaison report LR-2, the last sentence should read; following the event, the books will be donated to juvenile camps and halls. There were no objections and the motion was unanimously approved.

CC-1 Unadopted Minutes of the January 23, 2014 Regular Meeting

CC-2 Senior Librarian's Report for February 2014

TEEN ADVISORY BOARD (TAB) – Jesus Galan Avila, Monrovia High School Students provided updates of current and upcoming TAB events.

PUBLIC INPUT: None

ADMINISTRATIVE REPORTS:

AR-1 Interlibrary Loan Fee and Revenue Analysis – Adult Services Librarian II Carol Kampe, provided background on the Interlibrary Loan process. Today's Interlibrary Loan (ILL) process is a service that allows one library to loan materials to, or borrow materials from, another library anywhere in the country. The purpose is to expand, either by size or specialty, the range of available materials to a community whose library may not have an item in its collection.

Staff presented a report to the Library Board in 2010 recommending an increase in the ILL fee from \$1 to \$5 to offset the cost for searching the shared database, postage and materials. Staff views ILL as a service, and not a revenue stream, and recommends maintaining the existing fee of \$5.

After discussion, it was moved by Boardmember Harvis and seconded by Boardmember Carlson to: approve option number one; maintain the existing \$5 fee as outlined in this report. There were no objections and the motion was unanimously approved.

AR-2 Library DVD Rental Fee and Revenue Analysis – Acting Library Division Manager Linda Granicy, reported the Audiovisual Collection was implemented with the Library's grand opening in 2009. The collection was initially funded by the Library Division's Expenditure Control Budget (ECB) savings in the amount of \$26,586. A rental fee of \$2 was approved by the Library Board in 2009 allowing a three day rental period, and offset the cost of new titles and replacements, and to keep the collection entirely self-sustaining. Staff recommends decreasing the fee to \$1 per title.

After discussion, it was moved by Boardmember Carlson and seconded by Boardmember Harvis to: approve option one; decrease the rental fee from \$2 to \$1 per title as outlined in this report, and authorized staff to experiment with the maximum number of titles and rental period length that a patron can utilize. There were no objections and the motion was unanimously approved.

Division Managers Report: Acting Library Division Manager Linda Granicy reported; the Emergency Operations Center (EOC) will be activated on Friday, February 28, at level one – monitoring level. • The second interview for department manager took place this week, should have an announcement soon. • An announcement may be made at the March 4 City Council meeting for the new City Manager. • Recruitment for boards and commissions begins on March 3. Terms are up for John Carlson and Janet Wall. The City Clerk will send out and post information on the City's website. An informational meeting will be held Wednesday, April 2 or Thursday, April 3. Applications are due Thursday, May 1. Appointments will be made at the Tuesday, June 17 City Council meeting. • City Council will form a committee to look into the complexities of the homeless problem in Library Park. • Distributed the Hillside Wilderness Preserve Interpretive Guide compiled by Glenn Owens. • The Police and Fire Departments donated equipment to Canyon Park – good example of departments working cooperatively. Both agencies will be recognized at the next City Council meeting. • The City Council approved a new vendor (The Sauce) for the production of the Monrovia Today/Community Services Brochure.

LIBRARY BOARD LIAISON REPORTS:

- LR-1** John Carlson: Read Across Monrovia is Thursday, March 6. Fundraiser is Thursday, March 13 at the DoubleTree Hotel.
- LR-2** Mark Harvis: Attended the Monrovia/Duarte Youth Summit at Monrovia High School which was well attended. Presenter for Juvenile Justice Jeopardy – Jeopardy like game, authorized by the producers of the show.
- LR-3** Alrita Morgan: Excused.
- LR-4** Barbara Radford: Excused
- LR-5** Janet Wall: Literacy – The Library Foundation Board approved sponsoring the next literacy fundraiser. • Discussed the type of fundraiser to have in September.

NEXT MEETING: The next regular Library Board meeting will be held on Thursday, March 27, 2014 at 7:00 p.m. at the Monrovia Community Center, Monroe Room.

ADJOURNMENT: The regular meeting of the Library Board was adjourned at 7:55p.m.