

MINUTES
Library Board
Regular Meeting
Oxnard Public Library
Oxnard, CA 93030
May 11, 2015
4:30 p.m.

A. Roll Call

Board Members Present: Michelle Ascencion, Ruby Durias, Mark Kupperman, Ken Reuter

Board Members Absent: John Ragan

Staff Members Present: Library Director Barbara Murray, Circulation Services Supervisor Yvonne Harper, Recording Secretary Stacey Grose

B. Call Meeting to Order

At 4:35 p.m., Vice Chairperson Michelle Ascencion called the meeting to order.

C. Approval of Agenda

Ruby Durias motioned to approve the agenda, seconded by Ken Reuter.

D. Approval of Minutes

Ruby Durias motioned to approve the minutes of the May 11, 2015 meeting, seconded by Ken Reuter.

E. Public Comments

None.

F. New Business

1. Public comment on New Business.

None.

2. Discuss Library budget

Library Director Barbara Murray reported that the Library's budget meeting is on May 12, 2015. Each City department is preparing 5%, 10% and 15% budget reductions and the impacts these cuts would have. Reductions for the Library would be: 5% = \$263,298; 10% = \$487,769, and 15% = \$712,241. The bulk of any library budget is in personnel and library materials. Per the memorandum of understanding with SEIU, permanent employees' hours cannot be cut before cutting the hours of temporary employees. There have been budget reductions for the past seven years.

Mark Kupperman suggested reducing hours worked by employees, reducing the number of hours the library is open and reducing salaries.

Michelle Ascencion suggested that library staff determine when the slow and busy hours are and reduce the slow hours, if possible.

3. Discuss alternatives for delivery library services (kiosks, bookmobiles, etc.).

This item was tabled until further notice.

4. Discuss goal setting for the Library Board of Trustees.

This item was tabled until further notice.

G. Old Business

1. Public Comment on Old Business.

None.

2. Oxnard Friends of the Library activities (Gift Shop sales, book sales, trips)

Mark Kupperman reported that two trips have been cancelled. The bookies raised nearly \$700 at the last book sale.

Ken Reuter reported that the Friends presented the Library with a \$30,000 check at the May 2, 2015 General Membership Meeting.

3. Update on new Integrated Library System (ILS).

Barbara Murray reported that the new Polaris ILS was launched on May 7. The Library has until July 1 to work out any issues before the switch from the current Sirsi ILS to the new Polaris ILS is complete.

Action Item: Provide a live demonstration of the new ILS at the June 8, 2015 meeting.

4. Library, Grant, Credit Card, and Petty Cash Expenditure Reports for March 2015

Ruby Durias appreciated being invited to the April 16, 2015 Volunteer Brunch and commented that it was a very nice and well attended event.

5. Statistical reports for April 2015

Action Item: Review the data for discards for non-book materials and report at the June 8, 2015 meeting.

6. Library budget reports for April 2015 at 83%

No comments.

7. Library Director's reports:

The 2015 Summer Reading Programs will be presented at the June 8, 2015 meeting. Oxnard Public Library was 1 of 30 public libraries chosen for the CENIC project. Once finalized, the cost for 1 gigabyte of Internet speed will be less than what we currently pay for 20 megabits per second.

a. South Oxnard Branch Library

Our library is one of seven public libraries collaborating on a Makerspace grant offered through the California State Library. Young Adult Librarian I Renata Hundley is our library's representative. Calabasas Public Library is the lead library on the project where participating libraries will share a 3D printer.

b. Main Library

The new custodians assigned to the Main Library should begin working soon.

c. Colonia Branch Library

No report.

d. Personnel

Library Aide III Leona Belcher is retiring on June 11; the position will probably not be filled.

H. Future Agenda Items:

1. Public Comments on Future Agenda Items: members of the public may comment on items listed under Future Agenda Items. Comments shall be limited to three minutes each.
2. Discuss California Public Library Advocates training dates (June 2015).
3. Tours of the Main Library, South Oxnard Branch Library and Colonia Branch Library.
4. Discuss costs related to displaying Local History collection.
5. Discuss alternatives for delivering library services (kiosks, bookmobiles, etc.).
6. Discuss the possibility of offering a digital library card (June 2015).
7. Provide a live demonstration of the new Polaris ILS (June 2015).
8. Discuss cancelling the July, August or September Library Board Meeting (June 2015).

I. Adjournment

At 5:30 p.m., Ruby Durias motioned to adjourn the meeting, seconded by Ken Reuter.

The next meeting is scheduled for: **Monday, June 8, 2015 at 4:30 p.m. at the Oxnard Public Library, 251 South A Street, Madeleine Miedema Room, Oxnard, California 93030.**