

MINUTES
Library Board
Regular Meeting
Oxnard Public Library
Oxnard, CA 93030
March 10, 2014
4:30 p.m.

A. Roll Call & Welcome

Board Members Present: Jean Gentry, Mark Kupperman, Radell Mitchell, John Ragan

Board Members Absent: Yvette Stein

Staff Members Present: Library Director Barbara Murray, Librarian I Vanesa Chua, Librarian I Laura Duncan, Recording Secretary Stacey Grose

At 4:31 p.m., Vice Chairperson Mitchell called the meeting to order.

B. Approval of Agenda

Jean Gentry motioned to approve the agenda, seconded by John Ragan. Motion passed with Yvette Stein absent.

C. Approval of Minutes

Motion to approve minutes of February 10, 2014, made by John Ragan, seconded by Jean Gentry. Motion passed with Yvette Stein absent.

D. Public Comments

Oxnard College student Tony K. observed the meeting for a political science class.

E. New Business

1. Public comment on New Business.

None.

2. Introduction of new Children's Librarians Vanesa Chua and Laura Duncan.

Vanesa Chua earned her MLIS from San Jose State University. In 1997, she and her family moved from the Philippines to the United States where her uncle introduced her to her first public library. It was then that she decided she wanted to be a librarian.

Laura Duncan is from Los Angeles. She earned her B.A. from Brown University and her MLIS from UCLA. She is fluent in English and Spanish and conversant in Arabic.

Library board members did a round robin of introductions.

At 4:40 p.m., Vanesa Chua and Laura Duncan left the meeting.

3. Update on new integrated library system (ILS).

City Council has committed \$500,000 in Measure O funds for the library's new integrated library system. The library will piggyback off Santa Cruz, Carlsbad or Escondido's public library's Request for Proposal for an integrated library system. The top three ILS vendors are SirsiDynix, Innovative and Polaris. There are four steps in the decision making process. 1) staff evaluated

the written ILS proposals submitted by the three top vendors. 2) after the product demonstrations by the top three vendors, staff took online surveys. 3) staff will make site visits at Southern California libraries to see the top three ILS in use. At least six libraries will be visited, two per vendor. Innovative will be seen Thursday, 3/13, from 1-5pm.

At 4:47 p.m., Library Services Supervisor Sofia Kimsey joined the meeting.

The onsite visits will result in the selection of the top two vendors who will be invited back to give a follow up demonstration. 4) the ILS will be selected and then the contract process will begin. The migration process will begin after the contract is executed.

Mark Kupperman asked that the financial stability of the ILS vendors be considered.

Site visit team members are Library Services Supervisor Sofia Kimsey, Circulation Supervisor Yvonne Harper, Library Aide III Cheryl Sims, Library Aide II Sandra Vose, Library Aide II Joanne Wack, and Library Aide II Stephanie Cruz. Barbara Murray will follow up site visits with one-on-one meetings with the library directors.

4. Report on "Day in the District" meetings.

Barbara Murray is California Library Association's legislative liaison for Ventura County public libraries. Visits were with Asm. Scott Wilk, Asm. Jeff Gorell, Sen. Hannah-Beth Jackson, Sen. Fran Pavley and Rep. Julia Brownley. The Broadband Initiative was discussed.

5. Report on 2014 Public Library Directors Forum.

The conference was held February 25-26 in Sacramento. The main issue was the Broadband Initiative which will increase Internet speed, allow more users at greater speed and lower the cost. It will take a few years to get in place. Not all Ventura County schools are connected to the high speed broadband.

6. Report on custodial services.

The library is completing the paperwork to transfer custodial services to City staff. There have been no complaints about the current custodial vendor. The previous Library Director switched custodial services from City staff to an outside vendor when the new Main Library opened in March 1992.

F. Old Business

1. Public Comment on Old Business.

None.

3. E-Books Report.

Sofia Kimsey reported that some book budget funds from the Ingram purchase order have been unencumbered to free up funds for e-book contracts with Midwest Tape and Baker & Taylor. The selection process for e-books, audiobooks, video and games will begin after the contracts are completed. Mark Kupperman asked if e-books would impact library usage. Sofia answered that the library services many types of users. Some will always prefer to come to the library and others are more inclined to use digital products.

At 5:25 p.m., Sofia Kimsey left the meeting.

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

Mark Kupperman reported that the February trip was cancelled due to lack of sign ups.

The semi-annual meeting on May 3 will be in conjunction with an adult program. Mark pointed out that the Friends provide the funding for all library programs and it seems fitting that the Friends and adult programs work together on this event.

Mark Kupperman is now handling the Friends' Courier newsletter. The emphasis is on the library and includes staff biographies.

Howard Goldberg, the new vice president pro-tem of the Friends, and his wife will take over buying toys for the Gift Shop.

Mark commented it is difficult to get volunteers. John Ragan and Mark Kupperman discussed a wine tasting event at Rancho Ventavo located in Heritage Square for the Friends. Radell Mitchell commented that more "fun" events for volunteers are needed.

4. WiFi Report.

The library received a couple of complaints, but the person waited two weeks to report them and by then it was too late to address the issues. Site licenses for WiFi need to be renewed/replaced.

5. Expenditure Reports for February 2014

No comments.

6. Statistical reports for February 2014

No comments.

7. Library budget reports for February 2014

No comments.

8. Library Director's reports:

The California Library Association is requesting letters of support. Barbara Murray will provide sample letters at the April 14 Library Board Meeting.

a. South Oxnard Branch Library

No report.

b. Main Library

No report.

c. Colonia Branch Library

No report.

d. Personnel

One part-time Librarian I retired and one Librarian I accepted a position at Huntington Beach Public Library.

Future Agenda Items:

1. Brown Act training (June)
2. Review Library Board Manuals
3. Update on Integrated Library System
4. Code of Conduct Policy

F. Adjournment

At 5:45 p.m., Jean Gentry motioned to adjourn, seconded by Mark Kupperman.

The next meeting is scheduled for: **Monday, April 14, 2014, at 4:30 p.m. at the Oxnard Public Library, 251 South A Street, Madeleine Miedema Room, Oxnard, California 93030.**