

MINUTES
Library Board
Regular Meeting
Oxnard Public Library
Oxnard, CA 93030
April 13, 2015
4:30 p.m.

A. Roll Call

Board Members Present: Ruby Durias, Mark Kupperman, John Ragan, Ken Reuter

Board Members Absent: Michelle Ascencion

Staff Members Present: Library Director Barbara Murray, Assistant City Attorney Rahsaan Tilford, Information-Reference Services Supervisor Sofia Kimsey, Circulation Services Supervisor Yvonne Harper, Recording Secretary Stacey Grose

B. Call Meeting to Order

At 4:30 p.m., Chair John Ragan called the meeting to order.

C. Approval of Agenda

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

D. Approval of Minutes

In the March 9, 2015 Library Board Minutes, under G. Old Business, 3. Update on New Integrated Library System, line 4, "a tool of Polaris ILS," should read "a tool provided by Polaris ILS." Under G. Old Business, 4. Library, Grant, Credit Card, and Petty Cash Expenditures, line 3, the word "on" should read "one." Ruby Durias motioned to approve the minutes as amended, seconded by Ken Reuter.

E. Public Comments

None.

F. New Business

1. Public comment on New Business.

None.

2. Receive Brown Act Training.

At 4:37 p.m., Sofia Kimsey left the meeting.

Assistant City Attorney Rahsaan Tilford distributed Brown Act handouts and reviewed the key aspects of the Brown Act.

At 4:45 p.m., Michelle Ascencion joined the meeting.

Only items that are on an agenda may be discussed; if Board members want to review items not on the agenda, they should request that the item be added to the Future Items list.

At 5:00 p.m., Mr. Tilford left the meeting.

3. *Discuss and vote on posting Library Board Meeting Minutes on the City's website.*

After discussion, the item was put to a vote. The item passed 4 to 1, with Mark Kupperman voting no.

4. *Discuss expanding Local History space, and publicizing and displaying Local History collection.*

Members discussed the Local History collection and agreed to adjourn the item until costs related to having Local History photos mounted for display and labor involved can be researched.

5. *Discuss California Library Association's Summer Reading Program Challenge.*

Barbara Murray reported that interest in the challenge has dwindled and Oxnard Public Library will not participate.

6. *Discuss Mayor's March 19, 2015 Citizen Advisory Group Meeting, mayor's cabinet, agenda setting, and goal statement exercise.*

Michelle Ascension, Ken Reuter and Mark Kupperman attended.

At 5:29 p.m., Yvonne Harper left the meeting.

7. *Receive verbal report on March 5, 2015 Oxnard Community Forum.*

The one outcome that pertained to the Library was that the Library be brought into the 21st Century. Ruby Durias suggested that this could be the goal for the Library's Board of Trustees.

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 distributed an updated Trips flyer and a flyer for the Laughlin, Nevada trip. He reported that the Friends will present the Library with a \$30,000 check at the May 2, 2015 General Membership Meeting.

At 5:33 p.m., Mark Kupperman left the meeting.

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

Barbara Murray reported that implementation of the new Polaris ILS is on schedule. Holds will be unavailable from April 13 – May 7. On May 3, the final data pull will take place. On May 7, the new system will be “live” and from May 7 – June 30, the “bugs” will be worked out.

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

Children's Librarians Joanne Center and Laura Duncan and Librarian II Karen Schatz took an online American Sign Language course through the American Library Association.

5. *Statistical reports for March 2015*

Eight hundred and twelve books were discarded in March 2015.

At 5:40 p.m., Michelle Ascension left the meeting.

6. *Library budget reports for March 2015 at 75%*

At 5:42 p.m., Michelle Ascension rejoined the meeting.

Barbara Murray will follow up with Facilities on the electricity audit for South Oxnard Branch Library.

7. Library Director's reports:

Board members discussed advocating for the Library at future City Council meetings; John Ragan commented that this was successful when board members advocated for the new integrated library system that resulted in being awarded Measure "O" funding.

a. South Oxnard Branch Library

No report.

b. Main Library

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

c. Colonia Branch Library

No report.

d. Personnel

The vacancy created when the Main Library's Young Adult Librarian I Kristina Hernandez resigned on March 11, 2015 will not be filled. Barbara Murray stated that some vacancies at the Library have been open since 2008.

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 Read Across America.
3. Tours of Special Collections (Local History Room), Circulation, and Information-Reference areas.
4. Discuss Board evaluations.
5. Discuss alternatives for delivering library services (kiosks, bookmobiles, etc.).
6. Discuss merging Parks and Recreation with the Library Department.
7. Discuss the possibility of offering a digital library card.

I. Adjournment

At 5:57 p.m., Ruby Durias motioned to adjourn the meeting, seconded by Michelle Ascension.

The next meeting is scheduled for: **Monday, May 11, 2015 at 4:30 p.m. at the Oxnard Public Library, 251 South A Street, Madeleine Miedema Room, Oxnard, California 93030.**