



PACIFIC GROVE LIBRARY BOARD MINUTES



Tuesday, October 9, 2007
Pacific Grove Community Center

1. **Call to Order:** Chair Lynn Mason called the meeting to order at 7:07 p.m.
2. **Roll Call:** Laura Courtney Headley, Lynn Mason, Nancy Hauk, Susan Steele, Sarah Paff and Mary Housel.
3. **Acceptance of the minutes of September 11, 2007.** September minutes were approved and accepted. (Steele/Paff)
4. **Board Member Announcements:**
 - a) There were no board member announcements.
5. **Oral Communications:** Laura Emerson, Chair of the Cultural Arts Commission invited members of the board to a reception honoring the new Poet-in-Residence, Garland Thompson, Jr. The reception will be held Saturday, October 27th from 6:30 to 8:30 p.m. at the gallery of the Lysakov Art Company at 305 Forest Avenue in Pacific Grove.
6. **Reports:**
 - a) **Friends of the Library Update:** Joe Brookshier reported that the next meeting of the FOL will be held next Tuesday, October 16th. Board member Susan Steele will be in attendance. The FOL is currently planning their annual meeting, to be held on January 12th, 2007 at 2:00 p.m.
 - b) **Senior Librarian:** Housel went over her written report to the board, highlighting the following points:
 - i) There were donations made by various community members this month, and the engraved plates honoring donors have been made and delivered to the library.
 - ii) Housel attended the new library director's orientation meeting and has included a copy of the meeting's agenda in her report this month.
 - iii) The Public Library fund (government funding for public libraries) has been cut to 15% this year (which represents approximately \$6,000).
 - iv) Housel gave a brief presentation to the board concerning the library building and the status of needed repairs. She has a meeting tomorrow at 2:00 p.m. with the City Manager to discuss these issues.
7. **Old Business:**
 - a) **Board Member Mason's September presentation to the City Council:** Mason explained that her presentation, which had been postponed to October 3rd, was further postponed. The staff of the library requested that she not make the presentation on October 3rd in deference to the serious issues scheduled for presentation that night regarding staffing cuts to city departments.
 - b) **Continuing discussion of the Library Advisory Board's Mission and Role:** After discussion of our stated roles and obligations, the board has unanimously agreed on the following plan of action for future meetings: at the end of each meeting, we will identify issues that require action and write a letter to the City Council and the Mayor to inform them of those issues. Additionally, if an issue is deemed particularly pressing, it will be addressed both in the letter and in a formal presentation made during the next City Council meeting. Both the letter and the presentation shall be drawn up and approved by

the entire board before submission. This month, the board would like to write a letter to the Mayor and City Council regarding the needed building repairs at the library, as the board believes the problems with the building to be a serious threat to the health, safety and comfort of library patrons and staff. Housel requested that we hold off on this letter until after her meeting with the City Manager tomorrow.

- c) **Continuing discussion of the Library's Strategic Plan:** Once again, this item has been tabled until the next meeting (November 13th), when we hope Lisa Bennett will be in attendance.

8. New Business:

- a) **Agenda Items for November Meeting:** the Library's Strategic Plan, the Board's Letter and/or Presentation to City Council for October and November, Library Building Repair Status, and the recent letter addressed to Pacific Grove Boards and Commissions from City Manager, Jim Colangelo.

9. Adjournment: at 8:10 p.m. (Paff/Steele)

Respectfully Submitted,



Laura Courtney Headley
Secretary

**Next Regular Board Meeting:
Tuesday, November 13th, 2007, 7:00 p.m.
Pacific Grove Community Center
515 Junipero Avenue**