

**MINUTES  
HARRISON MEMORIAL LIBRARY BOARD OF TRUSTEES  
CITY OF CARMEL-BY-THE-SEA**

**February 25, 2015**

**I. CALL TO ORDER**

The regular meeting of the Harrison Memorial Library Board of Trustees was held on the above date at 9:00 a.m. President FLOWER called the meeting to order.

**II. ROLL CALL:**

**PRESENT:** COLLINS, FLOWER, MOSHER, REIMERS, TWOMEY

**ABSENT:** NONE

**STAFF PRESENT:** Janet Bombard, Library Director  
Carolina Lopez, Library Office Assistant

**III. ANNOUNCEMENTS FROM LIBRARY BOARD & DIRECTOR:**

Board Member Collins informed the Board that the Carmel Magazine ran an article about the Local History Lectures. Board Member Mosher announced the 100 year anniversary of the Carmel Pine Cone newspaper.

**V. APPEARANCES:**

No appearances.

**VI. APPROVAL OF MINUTES:**

Board Member COLLINS moved to, **Approve the Minutes of the January 28, 2015 Regular Meeting**, seconded by Board Member MOSHER and carried by the following roll call vote:

AYES: COLLINS, FLOWER, MOSHER, TWOMEY

NOES: NONE

ABSENT: NONE

ABSTAIN: REIMERS

**VII. ORDERS OF BUSINESS:**

**A. Receive Report From the Carmel Public Library Foundation Regarding CPLF Activities**

No one present from CPLF.

**B. Receive report from Ad Hoc Committee members Flower and Twomey regarding recommendations for the expenditure of the \$350,000 bequest from the Keith B. and Virginia P. Evans Trust**

Board Members Flower and Twomey met with Library Director Janet Bombard to discuss how the money from the trust should be spent. Library Director Bombard reviewed the Ad Hoc Committee's recommendation to renovate the Youth Services department. Board Member

Twomey brought up the possibility of a new Youth Services building. Board President Flower would like a survey of the needs of both library buildings. Library Director Bombard and Board President Flower also met with CPLF Executive Director Amy Donohue and CPLF Board President Ben Heinrich to discuss the plan for renovating the Youth Services department. A meeting to discuss the idea with the City Administrator is planned.

**C. Consideration of a request for a Fiscal Year 2014/15 budget amendment in the amount of \$15,250 to purchase a microfilm scanner/digital reader, scanning software, and computer for the Local History Department**

Local History Librarian Ashlee Wright reviewed the request for a new microfilm scanner and digital reader, and answered questions posed by Board members. The money for the purchase will come from the unrestricted reserve account.

**D. Board Member REIMERS moved to, Approve the request for a Fiscal Year 2014/15 budget amendment in the amount of \$15,250 to purchase a microfilm scanner/digital reader, scanning software, and computer for the Local History Department, seconded by Board Member TWOMEY and carried by the following roll call vote:**

AYES:	COLLINS, FLOWER, MOSHER, REIMERS, TWOMEY
NOES:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

**VIII. LIBRARIAN'S REPORT:**

Library Director Bombard reviewed the monthly statistics with the Board.

**IX. TREASURERS REPORT:**

Board Treasurer Twomey reviewed the January check register with the Board. There were no extraordinary expenses that needed special attention from the Board.

Board Member MOSHER moved to, Accept the January Check Register, seconded by Board Member COLLINS and carried by the following roll call vote:

AYES:	COLLINS, FLOWER, MOSHER, TWOMEY
NOES:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

**X. ADJOURNMENT:**

There being no further business to come before the Board, President Flower declared the meeting adjourned at 9:50 am. The next regular meeting is scheduled for March 25, 2015.

Respectfully submitted,  
Carolina Lopez, Administrative Assistant