

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

September 26, 2012

I. CALL TO ORDER

The regular meeting of the Harrison Memorial Library Board of Trustees of the City of Carmel-by-the-Sea was held on the above date at 9:00 a.m. President COLLINS called the meeting to order.

II. ROLL CALL: Board Members
PRESENT: COLLINS, MOSHER, UNGARETTI, MOZINGO, REIMERS
ABSENT: NONE
STAFF PRESENT: Janet Bombard, Library Director
Carolina Lopez, Library Office Assistant

III. ANNOUNCEMENTS FROM LIBRARY BOARD & DIRECTOR:

Board Member COLLINS announced that it will be Board Member UNGARETTI's last Board Meeting on the Library Board. Board Member UNGARETTI expressed her deep appreciation for the Library and the Board Members for all they do. Board Member COLLINS also wanted to thank the Foundation for the film that was presented at the Carmel High School Auditorium.

IV. APPEARANCES:

No appearances before the Board.

V. APPROVAL OF MINUTES:

Board Member MOSHER moved to, **Approve the Minutes of the August 22, 2012 Regular Meeting**, seconded by Board Member MOZINGO and carried by the following roll call vote:

AYES: COLLINS, MOSHER, UNGARETTI, MOZINGO
NOES: NONE
ABSENT: NONE
ABSTAIN: REIMERS

VI. ORDERS OF BUSINESS:

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

Executive Director Amy Donohue announced that CPLF held the first of the Carmel Film Nights at the Carmel Youth Center, the next one will be held in October. The first program for the Arts & Literary Series will be in October at Sunset Center. The new CPLF Newsletter is now in circulation and has begun raising money already. CPLF Board Director Leslie Snorff happily announced to the Board that the Santa Barbara Bank donated \$20,000 to CPLF. Leslie gave the Library Board it's first quarterly distribution in the amount of \$70,000.00.

B. Accept Unrestricted Donation in the Amount of \$500 From Kerri and David Goldberg

Board Member REIMERS moved to, Accept Unrestricted Donation in the Amount of \$500 From Kerri and David Goldberg, seconded by Board Member MOSHER and carried by the following roll call vote:

AYES: COLLINS, MOSHER, UNGARETTI, MOZINGO, REIMERS
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

C. Receive Report From Head Reference Librarian Jean Chapin Regarding Delay of the Pilot Program to Circulate E-Readers

Reference Librarian Jean Chapin talked about the E-Readers and how the Library has to unfortunately stop with the distribution of the E-Readers. The reason for the halt in the program is that the E-Readers need to be accessible to the visually impaired and blind patrons. The Library is looking into alternative devices.

D. Provide Direction Regarding Proposed Procedure to Recognize Gifts of Special Collections to the Local History Department

Board Member MOZINGO moved to Approve the Proposed Procedure to Recognize Gifts of Special Collections to the Local History Department, seconded by Board Member MOSHER and carried by the following roll call vote:

AYES: COLLINS, MOSHER, UNGARETTI, MOZINGO, REIMERS
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

VII. LIBRARIAN'S REPORT:

Board Director Janet Bombard and Local History Librarian Ashlee attended a Disaster Workshop for the Library and will work on a Disaster Plan for the Library and Local History. The Library Strategic plan is a 5-Year plan and this coming August will be the end of the 5-Year plan and Janet is working on the Strategic Plan and the survey will be circulating by mail, email, both Libraries' and around the community. This strategic plan will be 3-Years this time around. The Library Director also showed the Library Board the new Library card that will be circulating soon. Library patrons will have the option of switching their old Library cards for the newer ones. The Library Director went over the Librarian's Report and discussed.

VIII. TREASURERS REPORT:

Board Member MOSHER moved to, Accept July 31, 2012 Financial Statement and August 31, 2012 Financial Statement and Check Register, seconded by Board Member MOZINGO and carried by the following roll call vote:

AYES: COLLINS, MOSHER, UNGARETTI, MOZINGO, REIMERS
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

IX. ADJOURNMENT:

There being no further business to come before the Board, the President declared the meeting adjourned at 10:02 a.m. The next regular meeting is scheduled for October 24, 2012

Respectfully submitted,

Carolina Lopez, Library Office Assistant

Approved by:

Nancy Collins, President, Harrison Memorial Library Board of Trustees