

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

**October 24, 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, FLOWER, MOSHER, MOZINGO, REIMERS  
**ABSENT:** NONE  
**STAFF PRESENT:** Janet Bombard, Library Director  
Carolina Lopez, Library Office Assistant

**III. EXTRAORDINARY BUSINESS**

- A. Deputy City Clerk Molly McLaughlin administered the Oath of Office to new Board member Richard Flower.
- B. Board signed a letter of appreciation to outgoing Trustee Elisabeth Ungaretti.

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

None

**V. APPEARANCES:**

None

**VI. APPROVAL OF MINUTES:**

Board Member REIMERS moved to, **Approve the Minutes of the September 26, 2012 Regular Meeting**, seconded by Board Member MOZINGO and carried by the following roll call vote:

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

**VII. ORDERS OF BUSINESS:**

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

CPLF Board President Leslie Snorf presented the new CPLF Annual Campaign Literature. CPLF Executive Director Amy Donohue spoke of current fundraising efforts. Kevin Mahoney is the newest CPLF Board Member. The Lecture Series is underway and has had great turnouts.

**B. Consideration of Request From Local History Librarian Ashlee Wright to Close the Local History Department on Monday Afternoons for Three Months**

Board Member REIMERS moved to, Accept Request From Local History Librarian Ashlee Wright to Close the Local History Department on Monday Afternoons for Three Months, seconded by Board Member MOZINGO and carried by the following roll call vote:

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

**C. Consideration of Request From the Carmel Public Library Foundation to Hold Annual Donor Salute and Sterling Circle Receptions in the Library**

Board Member MOSHER moved to, Accept Request From the Carmel Public Library Foundation to Hold Annual Donor Salute and Sterling Circle Receptions in the Library, seconded by Board Member REIMERS and carried by the following roll call vote:

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

**D. Accept First Quarter Distribution From Carmel Public Library Foundation in the Amount of \$70,000**

Board Member MOZINGO moved to, Accept First Quarter Distribution From Carmel Public Library Foundation in the Amount of \$70,000, seconded by Board Member MOSHER and carried by the following roll call vote:

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

**E. Consideration of Request to Close the Library on Thursday, December 13, 2012 for a Strategic Planning Workshop and to Appoint Representative(s) to Attend the Workshop**

Board Member Reimers and Board Member Collins volunteered to attend the Strategic Planning Workshop on December 13, 2012.

Board Member REIMERS moved to, Accept Request to Close the Library on Thursday, December 13, 2012 for a Strategic Planning Workshop and to Appoint Representative(s) to Attend the Workshop, seconded by Board Member MOSHER and carried by the following roll call vote:

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

**F. Discuss and Provide Direction Regarding Board Meeting Schedule For November and December 2012**

Board members discussed their holiday schedules and concluded that there would not be quorum on December 26. There was no conflict with the November meeting date.

Board Member MOZINGO moved to, **Cancel the December 2012 Board Meeting**, seconded by Board Member MOSHER and carried by the following roll call vote:

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

**VIII. LIBRARIAN'S REPORT:**

The City has appointed a new auditor for both the Library and the City. Director reviewed statistics.

**IX. TREASURERS REPORT:**

Board Member MOSHER moved to, **Accept September 30, 2012 Financial Statement and Check Register**, seconded by Board Member MOZINGO and carried by the following roll call vote:

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

**IX. ADJOURNMENT:**

There being no further business to come before the Board, the President declared the meeting adjourned at 10:09 a.m. The next regular meeting is scheduled for November 28, 2012

Respectfully submitted,

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Carolina Lopez, Library Office Assistant

Approved by:

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Nancy Collins, President, Harrison Memorial Library Board of Trustees