

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

November 28, 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,
ABSENT: REIMERS
STAFF PRESENT: Janet Bombard, Library Director
Carolina Lopez, Library Office Assistant

III. ANNOUNCEMENTS FROM LIBRARY BOARD & DIRECTOR:

Library Board President COLLINS announced that a Special Strategic Initiative Meeting be called Monday, December 10, 2012 per request of Mayor Jason Burnett. The City commissions are coming together for the Strategic Initiative and discussion and planning.

IV. APPEARANCES:
None

V. APPROVAL OF MINUTES:

Board Member MOSHER moved to, **Approve the Minutes of the October 24, 2012 Regular Meeting**, seconded by Board Member MOZINGO and carried by the following roll call vote:

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

VI. ORDERS OF BUSINESS:

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

CPLF Executive Director Amy Donohue announced that the foundation has raised a substantial amount of money for the Library so far this year. There has been an increase in new donors for the CPLF and returning donors also. The Parent Lecture Series has been very successful, the next Lecture will be in the Spring. December 8th CPLF will have a Gingerbread making fundraiser. CPLF Board President Leslie Snorff announced that the foundation is meeting with local Book Clubs to gather ideas and possibly get a published paperback author to come for a reception and speak about the book. CPLF Board President also informed the Board that a local business man wants a proposal from CPLF to sponsor a Local History program, which they are working on.

B. Receive Report From Head Reference Librarian Jean Chapin Regarding Pilot Project to Circulate eReaders

Head Reference Jean Chapin announced to the Board that the eReaders are still in the process of being launched bearing in mind the Disability Act for the Deaf. The Library will purchase an ipod touch available for the blind, sight impaired and Nooks for Library patrons. Jean Chapin also informed the Board that the Library will have a contract in place for the rental of the eReaders.

C. Annual Election of Library Board Officers

Board Member MOSHER moved to, Elect Board Member Collins as President, Board Member REIMERS as Vice President and Board Member MOZINGO as Treasurer, seconded by Board Member FLOWER and carried by the following roll call vote:

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

D. Consideration of a Request From the Carmel Public Library Foundation to Enhance the Exterior Back Door Area of the Park Branch Library

E. Board Member FLOWER moved to, Accept Request From the Carmel Public Library Foundation to Enhance the Exterior Back Door Area of the Park Branch Library, seconded by Board Member MOSHER and carried by the following roll call vote:

The Board discussed and made a few helpful suggestions.

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

F. Receive 2011/12 California Public Library Survey and Annual Trustee Report to City

Library Director Bombard discussed with the Board.

VII. LIBRARIAN’S REPORT:

Library Director Bombard announced the bins are at the Main and Park Libraries for Food for Fines which will begin December 1st. When someone donates a can or non-perishable food they get a \$1.00 off of their book fines. Library Director Janet Bombard invited the Board to attend The Annual Patron’s Party will be held in the Main Library Friday, December 7th from 3PM – 5 PM. Bombard also announced both Library Branches will be closed Wednesday, December 12th from Noon – 2 PM for the Annual City Employee Party.

VIII. TREASURERS REPORT:

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

AYES: COLLINS, FLOWER, MOSHER, MOZINGO,

NOES: NONE
ABSENT: REIMERS
ABSTAIN: NONE

IX. ADJOURNMENT:

There being no further business to come before the Board, the President declared the meeting adjourned at 10:37 a.m. The next regular meeting is scheduled for January 23, 2013

Respectfully submitted,

Carolina Lopez, Library Office Assistant

Approved by:

Nancy Collins, President, Harrison Memorial Library Board of Trustees