

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

**January 23 , 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:**

MOSHER, MOZINGO, REIMERS

**ABSENT:**

COLLINS, UNGARETTI

**STAFF PRESENT:**

Janet Bombard, Library Director

Carolina Lopez, Library Office Assistant

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

The Library Director introduced City Administrator Jason Stilwell to the Library Board. Board Member Collins thanked Board Member Mosher and Board Member Ungaretti for their work as last year's President and Treasurer.

**IV. APPEARANCES:**

Richard Flower, a volunteer at the Local History department, thanked Janet and the Librarians who work so hard and diligently for the patrons of the Library. Victoria Beach also wanted to thank the Library for all that they do for her and her family.

**V. APPROVAL OF MINUTES:**

Board Member MOZINGO moved to, **approve the minutes of the November 23, 2011 Regular Meeting**, seconded by Board Member REIMERS and carried by the following roll call vote:

AYES: MOSHER, MOZINGO, REIMERS

NOES: NONE

ABSENT: NONE

ABSTAIN: COLLINS, UNGARETTI

**VI. ORDERS OF BUSINESS:**

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

Amy Donohue announced that the Annual Campaign is doing well this year. Total contributions are at \$100,000. The Winter Newsletter will be mailed out soon. The next few months will be filled with a lot of fundraisers for the Library: Donor Salute is coming up in March and the Sterling Circle in April. They are also working on a signature fundraiser. CPLF Board President Leslie Snorf announced upcoming CPLF programs.

**B. Receive Report From Head Reference Librarian Jean Chapin Regarding Teen Lounge Mural and Teen Photo Contest**

Librarian Jean Chapin showed photographs from the Teen photo Contest. One winner was

chosen by professional photographer Robert Knight, the other winner was chosen by library patrons. She also talked about the new mural, which was done by the Carmel High School Art Department.

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

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

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

**D. Approve Fiscal Year 2010/11 Draft Audit Report by Marcello & Company, CPAs**

The Library Director was asked to report back to the Board when the auditor's recommendations have been implemented.

Board Member MOZINGO moved to, Approve Fiscal Year 2010/11 Draft Audit Report by Marcello & Company, CPAs, seconded by Board Member MOSHER and carried by the following roll call vote:

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

**VII. LIBRARIAN'S REPORT:**

Library Director Janet Bombard announced that the Food for Fines program forgave \$525.00 in fines. Janet also discussed the budget cuts to the Library. The state will not be giving money to the Library this year and even perhaps next year. The Local History Lecture Series will begin in January and run through May. The [i] Cell Project should be done by the end of next month. The Library Director also informed the Board of the ongoing recruitment for a Local History Librarian. Library Director reviewed monthly statistics.

**VIII. TREASURERS REPORT:**

Board Member MOSHER moved to, Accept October 31, 2011, November 30, 2011 and December 31, 2011 Financial Statements and November 30, 2011 and December 31, 2011 Check Registers, seconded by Board Member MOZINGO and carried by the following roll call vote:

AYES: COLLINS, MOSHER, MOZINGO, REIMERS, UNGARETTI  
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 10:45 a.m. The next regular meeting is scheduled for February 22, 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