

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

July 24, 2013

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. ANNOUNCEMENTS FROM LIBRARY BOARD & DIRECTOR:

Library Director Janet Bombard announced that the Friends of the Library is in need of volunteers for their Annual Book Sale coming up next month. If you are interested please call the Friends of the Library.

IV. APPEARANCES:

There were no announcements.

V. APPROVAL OF MINUTES:

Board Member REIMERS moved to, **Approve the Minutes of the June 26, 2013 Regular Meeting with changes** seconded by Board Member MOZINGO and carried by the following roll call vote:

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

VI. ORDERS OF BUSINESS:

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

Executive Director Amy Donohue was not present at the Library Board Meeting.

B. Consideration of a Request to Postpone RFP for Library Bookkeeping Services

Library Director discussed this with the Board and answered questions.

Board Member MOZINGO moved to, **Accept Request to Postpone RFP for Library Bookkeeping Services and report back November 1, 2013 as to the current status,** 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

C. End of Fiscal Year 2012/2013 Budget Review

Board Director Bombard discussed with the Board and answered questions.

Board Member MOZINGO moved to, **Accept Carmel Residents Association Gift of \$500 for Youth Summer Reading Program,** 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

VII. LIBRARIAN’S REPORT:

Library Director Janet Bombard announced that the recruitment for the 17-Hour Librarian’s Assistant/On-Call Library Assistant Positions has had an overwhelming response in applicants and will be setting up interviews soon. The Drop –Tech Program has been going great. Library Director gave the Board an update of the Books 4 U grant and talked about the categories from which the books were ordered. Ms. Bombard announced that the County of Board of Supervisors approved the Read with MCFL Partnership and the recruitment of tutors/volunteers can begin. The first day of the ESL Learning will be October 1st. The Summer Reading Program had 418 kids sign up this year and 15 adults. The Food for Fines forgave \$116.50 in late fees and two large bins of food were given to the Local Food Bank of Monterey County. Library Director went over Library Statistics with the Board.

VIII. TREASURERS REPORT:

Board Treasurer MOZINGO discussed with the Board.

Board Member MOSHER moved to, **Report given by the Board Treasurer Mozingo regarding the June 30, 2013 Financial Statements and June 30, 2013 Financial Statements and Check Register** 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

IX. ADJOURNMENT:

There being no further business to come before the Board, the President declared the meeting adjourned at 10:26 a.m. The next regular meeting is scheduled for August 28, 2013.

Respectfully submitted,

Carolina Lopez, Library Office Assistant

Approved by:

Nancy Collins, President, Harrison Memorial Library Board of Trustees