

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

January, 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:

IV. APPEARANCES:
None

V. APPROVAL OF MINUTES:

Board Member MOSHER moved to, **Approve the Minutes of the January 23, 2013 Regular Meeting** 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

VI. ORDERS OF BUSINESS:

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

CPLF Board President Leslie Snorff announced that CPLF Executive Amy Donohue is out of the office today. Leslie Snorff announced that the CPLF has now placed a sign on the back door to the Branch Library to show where the CPLF office is located. Local History Lecture will be this week. Leslie also gave the Board an upcoming events calendar. CPLF Director Leslie updated the Board about the Book Club Connection and has approached Author Amy Waltman to be the first presenter. May 9th is the CPLF Annual Benefit and Rick Riley will be the comedian and guest. The Oral History Project is being headed and researched by our Local History Librarian Ashlee Wright. Ashlee and CPLF Amy Donohue have submitted a grant request to fund the project. March 3rd will be the Donor Salute. There has been a 30% increase in donations since last year.

B. Consideration of a Request to Extend the Temporary Monday Afternoon Closure of the Local History Department

Local History Ashlee Wright came to the Board with a proposal to temporary close the Local History department Monday afternoons until June 2013. Board Member MOZINGO wants the Library to have a signage to show the public why the Local History department is closed.

Board Member MOZINGO moved to, **Extend the Temporary Monday Afternoon Closure of the Local History Department until June 2013**, 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

C. Consideration of a Request to Amend the Fiscal Year 2012/13 Budget in the Amount of \$1,000 to Purchase Disaster Preparedness Supplies annual Election of Library Board Officers

Library Board Director Bombard discussed with the Board.

Board Member MOSHER moved to, **Amend the Fiscal Year 2012/13 Budget in the Amount of \$1,000 to Purchase Disaster Preparedness Supplies annual Election of Library Board Officers**, 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

D. Accept Second Quarter Distribution From the Carmel Public Library Foundation in the Amount of \$70,000.00

Board Member REIMERS moved to, **Accept Second Quarter Distribution From the Carmel Public Library Foundation in the Amount of \$70,000.00**, 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. Adopt Three-Year Library Strategic Work Plan

The Board Discussed.

Board Member FLOWER moved to, **Accept and Adopt Three-Year Library Strategic Work Plan**, 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

VII. LIBRARIAN'S REPORT:

Library Director discussed the Librarian's Report with the Board. Food for Fines forgave \$359.00 and gave 3 ½ barrels of food to the Food Bank.

VIII. TREASURERS REPORT:

Board Member MOSHER moved to, **Accept November 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, REIMERS
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

Board Member MOSHER moved to, **Accept December 31, 2012 Financial Statement and Check Register**, 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

IX. ADJOURNMENT:

There being no further business to come before the Board, the President declared the meeting adjourned at 10:20 a.m. The next regular meeting is scheduled for February 27, 2013

Respectfully submitted,

Carolina Lopez, Library Office Assistant

Approved by:

Nancy Collins, President, Harrison Memorial Library Board of Trustees