

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

February 27, 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:

None

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 Executive Amy Donohue discussed the upcoming Donor Salute Event. The Library will be launching eReader project soon. Sports writer Rick Reilly will be the speaker for the Spring Fundraiser Event which will take place May 9th at Sunset Center. Amy Donohue expressed to the Board that the CPLF's goal is to get more donors through media, radio, email, advertising, sponsors. The Book Club program is still in the works and the guest author will be speaking in the Fall of this year.

B. Accept Gift in the Amount of \$50,000 From the Cushing Living Trust

Board Member Mazingo mentioned that these contributions are a reflection of dedicated library staff and CPLF whose hard work makes these contributions possible.

Board Member MOSHER moved, to Accept Gift in the Amount of \$50,000 From the Cushing Living Trust, 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. Mid-year Budget Review

The Library Director reviewed the budget at mid-year. Expenditures are on track with the budget.

D. Receive Report From Library Director Regarding Capital Improvement Project Requests Submitted to City Council

The Library Director reviewed the capital improvement requests that will be submitted to the City Council. Projects include repairing the Park Branch basement, a new book return for the Park Branch, an appraisal of the City art collection, and painting and carpeting the Park Branch.

E. Provide Direction Regarding Board of Trustees' Annual Goal to City Council

The Board did not have any additional capital improvement projects to submit.

Board Member MOSHER moved to, Accept Report From Library Director Regarding Capital Improvement Project Requests Submitted to City Council and the Annual Goal that will go to City Council, 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

VII. LIBRARIAN'S REPORT:

Library Director discussed the Monthly stats with the Board. The Director announced that the Nook Project will be available to Library patrons after Library staff is trained on how to use the eReaders.

VIII. TREASURERS REPORT:

Board Member REIMERS moved to, Accept January 31st, 2013 Financial Statement and Check Register, 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

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 March 27, 2013

Respectfully submitted,

Carolina Lopez, Library Office Assistant

Approved by:

Nancy Collins, President, Harrison Memorial Library Board of Trustees