

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

**March 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  
**ABSENT:** REIMERS  
**STAFF PRESENT:** Janet Bombard, Library Director  
Carolina Lopez, Library Office Assistant

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

Board Member FLOWERS wanted to let the Board know that Library Director Janet Bombard did a wonderful job at the City Council Meeting and presenting the Power Point Presentation of the Library's Strategic Plan.

**IV. APPEARANCES:**

None

**V. APPROVAL OF MINUTES:**

Board Member MOSHER moved to, **Approve the Minutes of the February 27, 2013 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 Amy Donohue announced to the Board that the Foundation is presenting the next coming program, A Night with Rick Reilly, and the ticket sales are on the rise. NPR, National Public Radio, has given the Foundation \$15,000 in free publicity and ESPN is going to also give free publicity on both AM and PM local radio stations. Amy Donohue let the Board know that the events that the Foundation does at the local Carpenter Hall is getting a bit crowded. So they have decided to change the venue to All Saints Church. Amy discussed with the Board the Foundations plans to install a flat screen TV behind the Main Library Circulation desk that will be a rotating display of all the upcoming events and donors in the community. CPLF Executive Amy Donohue gave a brief visual example to the Board.

**B. Review and Adopt Proposed Changes to Local History Department Policies Regarding Reproducing Archival Materials**

Local Historian Librarian Ashlee discussed with the Board about policies to the archive materials. Board Member MOZINGO motioned to have Ashlee look into this further.

Board Member MOSHER moved to, **Have Local History Librarian look more in depth in Reproducing Archival Materials Policies.** seconded by Board Member MOZINGO and carried by the following roll call vote:

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

**C. Consideration of a Request from the Carmel Public Library Foundation to Install a Flat Screen Monitor with Continuously Running PowerPoint Presentation That Will Include Information on Events, Programs, and Prominent Carmel Public Library Foundation Donors in the Main Library Lobby**

Board Member MOSHER moved to, **Accept Request from the Carmel Public Library Foundation to Install a Flat Screen Monitor with Continuously Running PowerPoint Presentation That Will Include Information on Events, Programs, and Prominent Carmel Public Library Foundation Donors in the Main Library Lobby,** seconded by Board Member MOZINGO and carried by the following roll call vote

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

**D. Receive Updated Report on Library Reserve Funds.**

Library Director Janet Bombard discussed with the Board.

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

Board Member MOSHER moved to, **Accept Third 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, FLOWER, MOSHER, MOZINGO  
NOES: NONE  
ABSENT: REIMERS  
ABSTAIN: NONE

**F. Consideration of a Resolution Authorizing the Current Board Treasurer to Order the Deposit or Withdrawal of Monies in the Local Agency Investment Fund (LAIF)**

Board Member MOSHER moved to, **Accept Resolution Authorizing the Current Board Treasurer to Order the Deposit or Withdrawal of Monies in the Local Agency Investment Fund (LAIF),** seconded by Board Member COLLINS and carried by the following roll call vote

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

**VII. LIBRARIAN'S REPORT:**

Library Director discussed the Monthly stats with the Board.

**VIII. TREASURERS REPORT:**

Board Member MOSHER moved to, **Accept February 27<sup>th</sup>, 2013 Financial Statement and Check Register**, seconded by Board Member FLOWER 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 10:24 a.m. The next regular meeting is scheduled for April 24, 2013

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