

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

**April 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:**

**IV. APPEARANCES:**

**V. APPROVAL OF MINUTES:**

Board Member MOSHER moved to, **Approve the Minutes of the March 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: NONE  
ABSTAIN: REIMERS

**VI. ORDERS OF BUSINESS:**

**A. Consideration of a Request to Enter Into an Agreement with Monterey County Free Libraries to offer literacy services at Harrison Memorial Library**

Supervising Librarian for Literacy Programs Kathy Andrews talked with the Board about the Monterey County Free Libraries and what the Adult Literacy Program is about. There are 4 Programs available. The adult Literacy Program is a program that pairs a tutor with a learner teaches them to read and write and speak in English as a second language. At the current moment there are 70 tutors and 75 learners. There is a waiting list to get into the Literacy program. There is training for the tutor's so that they can be better at their learning skills for the learners. The program has been around for 25 years. Supervising Librarian Kathy Andrews answered questions from the Board.

Board Member MOZINGO moved to, **Enter into an agreement with Monterey County Free Libraries to provide literacy services, with the following amendments to the MOU: 1. The**

**Hold Harmless Agreement will terminate three (3) years after the parties terminate the MOU, and 2. Strike the language “and volunteers of Harrison Memorial Library” from Item II a, bullet point number 9,** 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

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

CPLF Executive Amy Donohue announced to the Board the upcoming Fundraiser evening with Rick Reilly has so far sold 220 tickets at Sunset Center. Free publicity from KWAV and ESPN is really helping the sales of the event. The new spot for the Local History Lecture Programs will be All Saint’s Church in Carmel.

**C. Consideration of a Request to Implement the Food for Fines Program for the Month of June, 2013 in Conjunction With the Summer Reading Program Theme of “Reading Is So Delicious”**

Board Member MOSHER moved to **Implement the Food for Fines Program for the Month of June, 2013 in Conjunction With the Summer Reading Program Theme of “Reading Is So Delicious”**, 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 Friends of the Library Annual Distribution in the Amount of \$19,000**

Board Member MOSHER moved to **Accept Friends of the Library Annual Distribution in the Amount of \$19,000**, 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

**E. Receive Local Agency Investment Fund (LAIF) Performance Report**

Board discussed.

**F. Review and Provide Direction on Letters of Acknowledgement to Carmel Public Library Foundation and Friends of Harrison Memorial Library**

Board reviewed and discussed.

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

ABSENT: NONE  
ABSTAIN: NONE

**G. Consideration of a Request to Allocate Unrestricted Reserve Monies to Fully Fund the Equipment Replacement Fund**

Board discussed.

Board Member FLOWER moved to, Accept Request to Allocate Unrestricted Reserve Monies to Fully Fund the Equipment Replacement Fund, 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 with the Board. Library Director also mentioned to the Board that a letter of thanks has been sent to the Carmel Host Lions Club for their generous gift. The monthly stats were discussed 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 10:25 a.m. The next regular meeting is scheduled for May 22, 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