

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

**March 28, 2012**

**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, MOSHER, REIMERS, UNGARETTI

**ABSENT:**

MOZINGO

**STAFF PRESENT:**

Janet Bombard, Library Director

Carolina Lopez, Library Office Assistant

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

Board Member Collins thanked CPLF for putting on the Local History Lecture about the Esalen Institute in Big Sur.

**IV. APPEARANCES:**

No appearances before the Board.

**V. APPROVAL OF MINUTES:**

The February 28, 2012 Regular Meeting Minutes were carried over to the March 28, 2102 meeting due to lack of a quorum of Board members who attended the February meeting.

**VI. ORDERS OF BUSINESS:**

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

CPLF Executive Director Amy Donohue talked about the April 10th Art and Literary Series program featuring author Yiyun Li. The CPLF Winter Newsletter is continuing to raise money for and CPLF will end up on budget. CPLF Board President Leslie Snorf presented information on the upcoming Authors with Authors fundraiser.

**B. Receive Report from the Ad Hoc Committee Regarding the Deaccessioning of Certain Artwork Held in the Library and Provide Policy Direction**

The Board discussed the wording and content of the request proposed by the Ad Hoc Committee (Collins and Mosher) regarding deaccessioning art held in the library. The request will go before the City Council at their April meeting.

Board Member REIMERS moved to, **Send the Request to Council With Changes in the Wording from “Respectfully Requests” to “Urges”, and Delete the Second Paragraph That Refers to Showing the Artwork**, seconded by Board Member MOSHER and carried by the following roll call vote:

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

**C. Second Consideration of an Amendment to the Harrison Memorial Library Board of Trustees Financial Policy, Article VIII**

Board Member MOSHER moved to, Approve Amendment to the Harrison Memorial Library Board of Trustees Financial Policy, Article VIII, seconded by Board Member REIMERS and carried by the following roll call vote:

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

**D. Provide Policy Direction Regarding Process for the Annual Election of Officers**

After discussion as to whether or not to amend the by-laws, Board Member MOSHER moved to, Keep the Existing Process for the Annual Election of Officers and Provide Board With Written Guidelines, seconded by Board Member UNGARETTI and carried by the following roll call vote:

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

**E. First Consideration of an Amendment to the Harrison Memorial Library Board of Trustees Financial Policy, Article VIII, Item C**

The Board discussed and decided on the final wording of the amendment.

Board Member REIMERS moved to, Amend the Harrison Memorial Library Board of Trustees Financial Policy, Article VIII, Item C, seconded by Board Member MOSHER and carried by the following roll call vote:

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

**F. 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 UNGARETTI and carried by the following roll call vote:

AYES: COLLINS, MOSHER, REIMERS, UNGARETTI

NOES: NONE  
ABSENT: MOZINGO  
ABSTAIN: NONE

**G. Accept Annual Gift From The Friends of Harrison Memorial Library in the Amount of \$20,200.**

Library Board Director Janet Bombard announced that the gift in the amount of \$1,200 is intended by the Friends to be in memory of Joe Rizzo and is a restricted gift. It will be brought back to the Board with recommendations from the staff.

Board Member REIMERS moved to, **Accept Annual Gift From The Friends of Harrison Memorial Library in the Amount of \$19,000**, seconded by Board Member UNGARETTI and carried by the following roll call vote:

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

**VI. LIBRARIAN'S REPORT:**

The monthly statistics are incorrect and the corrected version will be in next month's packet. Library Director Janet Bombard notified the Board that a few publishers are raising the prices of the Ebooks and some publishers are no longer allowing Libraries to circulate Ebooks. The candidate for the Local History Librarian position has signed a conditional letter of employment and she is expected to start mid May. The Library also has an open recruitment for a Part-time Reference Librarian. The Library Director showed the Trustees the Teen Advisory Board's Video.

**VII. TREASURERS REPORT:**

Board Member MOSHER moved to, **Accept February 29, 2012 Financial Statement and Check Register**, seconded by Board Member UNGARETTI and carried by the following roll call vote:

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

**IX. ADJOURNMENT:**

There being no further business to come before the Board, the President declared the meeting adjourned at 10:37 a.m. The next regular meeting is scheduled for April 25, 2012.

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