

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

May 23, 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

PRESENT:

ABSENT:

STAFF PRESENT:

Board Members

COLLINS, MOSHER, MOZINGO, REIMERS,

UNGARETTI

Janet Bombard, Library Director

Carolina Lopez, Library Office Assistant

III. ANNOUNCEMENTS FROM LIBRARY BOARD & DIRECTOR:

Board Member Collins announced that she and Library Director Janet Bombard have met with the new Mayor of Carmel. Board President Collins also was impressed with the great outcome of Authors with Authors that took place at the Sunset Center and was happy with the great outcome. She also attended the Farewell Dinner and fundraiser for the former Mayor Sue McCloud. The dinner was to raise money for the digitization of the Devendorff collection. Board Member Reimers and his wife sang "Ode to Sue" for the former Mayor. Board Member MOSHER stated that in the Pine Cone there was an article about a women named Hillary Teig who was a local actress and to go to the Local History Department to look up any information about the City of Carmel.

IV. APPEARANCES:

No appearances before the Board.

V. APPROVAL OF MINUTES:

Board Member MOSHER moved to, **Approve the Minutes of the April 25, 2012 Regular Meeting as amended,** seconded by Board Member MOZINGO and carried by the following roll call vote:

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

VI. ORDERS OF BUSINESS:

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

CPLF Amy Donohue talked to the Board about the recent and last public program, Jerry Fielder, the curator of the Yusef Karsh exhibit, made a wonderful presentation. Amy met with Library Director Bombard and the Librarians and talked about possible Art and Literary Programs, Local History Programs and a new Parent Lecture Series. The progress of the Foundation this

fiscal year has been very successful and a lot of great connections have been made. Authors with Authors was held in May at the Sunset Center and was a delight to attend. Leslie Pippen and Susan Décor, Kevin Mahoney are new CPLF Board Members.

B. Receive Report From Youth Services Librarian Grace Melady Regarding Youth Services Summer Reading Program

Youth Services Librarian Grace stated that the Summer Reading Program will begin June 4 - July 14. Grace is planning on 400 kids signing up this summer. Dream Big and Read is the theme. Carmel Bakery and Pizza My Heart are donating to the summer reading program. Librarian Grace also announced that there are 6 special programs lined up which is a ventriloquist, 2 magician's, a craft and art program and two music programs are lined up for the kids. Also the Carmel Residence Association is donating \$500.00 worth of gift certificates to the River House Books. There is also a Design a Book Marker Contest and the top 2 will get a \$25.00 gift certificate to Target that was donated from the Friends of the Library.

C. Provide Policy Direction Regarding a Request From The Friends of the Library to Place a Memorial Plaque in the Main Library Lobby

Library Director Bombard discussed and explained some regulations the City has in regards to plaques to the Board Members. Board motions for Library staff to investigate the physical proposed cart and make a recommendation on the purchase and pay attention to the plaque mounting piece and go to the Council and discuss.

Board Member REIMERS moved to, **Accept the Recommendation of** , seconded by Board Member MOZINGO and carried by the following roll call vote:

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

D. Receive Report on Implementation of Auditor Management Letter Comments and Recommendations

Board Member REIMERS moved to, **Approve Report on Implementation of Auditor Management Letter Comments and Recommendations**, seconded by Board Member MOZINGO and carried by the following roll call vote:

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

E. Provide Direction on Thank You Letters to the Carmel Public Library Foundation, the Friends of Harrison Memorial Library, and the Carmel Residents Association

Board Member MOSHER moved to, **Accept and Sign Thank You Letters to the Carmel Public Library Foundation, the Friends of Harrison Memorial Library, and the Carmel Residents Association**, seconded by Board Member MOZINGO and carried by the following roll call vote:

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

ABSTAIN:

NONE

VI. LIBRARIAN'S REPORT:

Library Director Bombard happily announced that the new Local Librarian, Ashlee Wright will start June 1st. Janet hopes to have the Local History Department opened by the 3rd week of June. There has been a conditional letter of employment offered to the potential Part-Time Reference Librarian. The Library Director also announced that have just finished microfilming the Devendorff collection and there is money in the budget and with the fundraiser from former Mayor Sue Mc Cloud to get the collection fully digitized. Janet reviewed and discussed the Monthly Statistics. She also announced that there is a new category in the stats. It is called BookFlix and those stats come from the Children's Library.

VII. TREASURERS REPORT:

Board Member MOSHER moved to, **Accept the April 31st, 2012 Check Register**, seconded by Board Member MOZINGO and carried by the following roll call vote:

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

IX. ADJOURNMENT:

There being no further business to come before the Board, the President declared the meeting adjourned at 10:06 a.m. The next regular meeting is scheduled for June 27, 2012.

Respectfully submitted,

Carolina Lopez, Library Office Assistant

Approved by:

Nancy Collins, President, Harrison Memorial Library Board of Trustees