

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

**April 22, 2015**

**I. CALL TO ORDER**

The regular meeting of the Harrison Memorial Library Board of Trustees was held on the above date at 9:00 a.m. President FLOWER called the meeting to order.

**II. ROLL CALL:**

**PRESENT:** COLLINS, FLOWER, MOSHER, TWOMEY, REIMERS

**ABSENT:** NONE

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

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

Board Member Collins shared a Carmel Pine Cone article that mentioned Local History Librarian Ashlee Wright. Board Member Flower informed the Board of an exhibit in San Francisco of artists' which included two Carmel artists.

**V. APPEARANCES:**

No appearances.

**VI. APPROVAL OF MINUTES:**

Board Member TWOMEY moved to, Approve the Minutes of the March 25, 2015 Regular Meeting, seconded by Board Member MOSHER and carried by the following roll call vote:

AYES: FLOWER, MOSHER, TWOMEY

NOES: NONE

ABSENT: NONE

ABSTAIN: COLLINS, REIMERS

**VII. ORDERS OF BUSINESS:**

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

CPLF Board Director Ben Heinrich commended CPLF Executive Director Amy Donohue and Library Director Janet Bombard for their contributions to Donor Salute. The annual fundraiser with Christopher Hill was a great success. Heinrich reviewed the upcoming Local History lectures with the board.

**B. Receive and approve draft Homebound Services policy and application**

Library's Circulation Manager Amy Rector discussed the draft policy and answered board questions. President Flower recommended adding assisting library patrons with e-reader questions to the policy

Board Member MOSHER moved to, **accept and approve draft Homebound Services policy and application**, seconded by Board Member COLLINS and carried by the following roll call vote:

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

**C. Consideration of a request to close both library buildings on Tuesday, August 11, 2015 for library staff strategic planning.**

Library Director Bombard reported that the current strategic plan will expire at the end of 2015, and it is time for the staff to begin planning for a new one. The reason for the requested date of August 11<sup>th</sup> is that the Concours on the Avenue car event will take place that day, and the library typically gets very little usage.

Board Member MOSHER moved to, **approve the request to close both library buildings on Tuesday, August 11, 2015 for library staff strategic planning**, seconded by Board Member COLLINS and carried by the following roll call vote:

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

**D. Receive and approve proposed Fiscal Year 2015/16 Library Budget**

Bombard discussed reviewed the line items in the budget and answered board questions.

Board Member REIMERS moved to, **accept and approve proposed the proposed Fiscal Year 2015/16 Library Budget**, seconded by Board Member MOSHER and carried by the following roll call vote:

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

**VIII. LIBRARIAN'S REPORT:**

Library Director Bombard reviewed the monthly statistics with the Board.

**IX. TREASURERS REPORT:**

Board Treasurer Twomey reviewed the March financial statement and check register with the Board. There were no extraordinary expenses that needed special attention from the Board.