

PASO ROBLES PUBLIC LIBRARY
1000 Spring Street
Paso Robles, CA 93446

LIBRARY BOARD OF TRUSTEES
January 14, 1999

1. The meeting was called to order by President Jim Damewood.

Members present: Jim Damewood, Pat Glancy, Tom Hutchings, Jim Knecht and Betsy Watson.

Also present: Annie Robb, Librarian.

2. **The motion was approved to adopt the agenda.**

3. Minutes

Annie Robb requested a change to the December minutes to reflect that she was not in attendance. **The motion to approve the minutes of December 10, 1998, as amended, was approved.**

4. Public Comment

There was no public comment.

5. Special Collection

The following motion was made and approved: **The Board agreed to accept the Paso Robles Library's special collection materials from the Kennedy Library, according to a previous agreement.**

The Board postponed any further discussion about the materials until they are all received by our Library staff.

6. Library Board Terms

Annie reported on the Council's review of terms for advisory boards. The Library Board of Trustees falls under the purview of the Education Code and are three year terms each.

7. Internet Policy

The Board discussed various aspects of obtaining input from concerned parties before instituting a use policy. Suggestions were made regarding ad hoc committees or workshops. There was also discussion about the anticipated rates for internet connections. Dave Mc Cue, the city's Information Systems Manager, presented technical information for the Library's connection. He described the terminals, access and the use of filters. Filters are used to limit access to various internet sites. Dave also gave projections of the Library's share of costs for access. The estimate of \$425 per month was given.

The Board's discussion centered around the use of filters or blocks. It was agreed that the Board should continue with workshops to discuss the internet policy. The possible dates would be January 21, 28, and February 4, 1999.

8. Goal Setting

The Board discussed 1998 goals and realized that almost all were met. The goals for 1999, as adopted by the Board, are:

1. Implement an Internet Policy.
2. Expanding adult programming to include,
 - a. Film Festivals;
 - b. Adult authors presentations, lectures and book sales;
 - c. Musical presentation;
 - d. Other adult programs, as needed.
3. Spanish Speaking Outreach;
4. Plan for the Library's 5th Anniversary celebration in 2000;
5. Sponsor or host a juried art show.

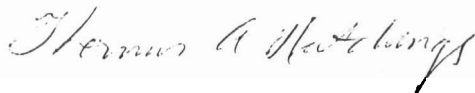
9. Other Business

Annie reported that the Library needs to raise an additional \$2,000. Suggestions raised were commissions from autographs or book sales from author's presentations or lectures. Annie also reported that Julie has requested a cabinet for the children's story telling room, with the Friends offering to pay. **The motion was approved to accept a cabinet for the children's story telling room.**

10. Adjournment

The Board adjourned to a workshop to discuss the internet policy.

Respectfully submitted,



Thomas A. Hutchings
Secretary

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LIBRARY BOARD OF TRUSTEES
Notes from the Special Workshop
January 28, 1999

The workshop was attended by President Jim Damewood, and Members Pat Glancy, Tom Hutchings, Jim Knecht and Betsy Watson.

Also present were Barbara Partridge, Director of Library and Recreation Services, and Annie Robb, Librarian.

The Board discussed the use of filters. Annie cited a recent court decision that libraries must provide at least one unfiltered station. The Board reviewed the draft policy and discussed the aspects of downloading data, printing, and viruses.

The Board also discussed access to the internet by children, young adults and adults, and the issues surrounding children's access.

The Board came to a consensus that the Library will provide 2 unfiltered stations in the adult section, and 2 filtered stations in the Children's section.

The next workshop will be conducted on February 4, 1999, at 9:00 AM.

Respectfully submitted,



Thomas A. Hutchings
Secretary

DATE: 02/16/99 AGENDA ITEM # 19B
() APPROVED () DENIED
() CONTINUED TO _____

RECEIVED
CITY MANAGER
JAN 28 1999

HOUSING AUTHORITY OF THE CITY OF PASO ROBLES
MONTHLY BOARD MEETING -JANUARY 12, 1999

PRESENT: CHAIRMAN: MR. CHET DOTTER CITY OF PASO ROBLES
VICE CHAIR: MR. LEO FISHER
COMMISSIONERS: MR. JOE DUTRA
MS. VICKY JEFFCOACH
MR. BOB VELASQUEZ
MR. RICHARD STAINBROOK
MS. GLADYS MOORE
SEC/DIR: MR. GENE BERGMAN
GUEST: MR. TOM BARON, CITY COUNCILMAN

1 THE MEETING WAS CALLED TO ORDER AT 6:10 PM BY THE CHAIRMAN, MR. DOTTER. MR. FISHER MOVED TO ACCEPT THE MINUTES OF THE LAST MEETING AS MAILED. SECONDED BY MR. DUTRA, PASSED.

2. THE RENT ROLL, VACANCIES, MONTHLY REPORT, CHECKS WRITTEN FOR NOVEMBER AND DECEMBER WERE REVIEWED. THE SIX MONTH REPORT WAS ALSO PRESENTED SO THE BOARD COULD EVALUATE THE MID FISCAL YEAR FINANCIAL STATUS OF THE HOUSING AUTHORITY. A MOTION WAS MADE BY MS. JEFFCOACH TO ACCEPT THE MONTHLY REPORTS, CHECKS WRITTEN AND SIX MONTH REPORT. SECONDED BY MS. MOORE. PASSED. MR. BERGMAN INFORMED THE BOARD THAT ALL RENT OWING FOR DECEMBER HAD BEEN COLLECTED.

3. IN THE PAST YEAR, ONE HOUSEHOLD VACATED OWING RENT. THE KUBORNS' STILL OWE \$111.00. MS. JEFFCOACH MADE THE MOTION TO WRITE THIS OFF AS A BAD DEBT. SECONDED BY MR. DUTRA. PASSED.

4. MR. BERGMAN REPORTED THAT THE BUDGET FOR THE NEXT FISCAL YEAR HAD TO BE FINALIZED IN MARCH. A TENTATIVE BUDGET WILL BE PRESENTED AT THE FEBRUARY MEETING, HOWEVER, THE BOARD WAS ASKED FOR DIRECTION IN SALARY INCREASES FOR ALL EMPLOYEES. MR. BERGMAN PRESENTED A SALARY SURVEY. AFTER A DISCUSSION THE BOARD MADE THE FOLLOWING DECISION.

MS. MOORE MADE A MOTION TO INCREASE THE EXECUTIVE DIRECTORS SALARY TO \$5,000 PER MONTH. MR. STAINBROOK SECONDED, PASSED. MS. JEFFCOACH MADE A MOTION TO INCREASE THE ADMINISTRATIVE ASSISTANT SALARY BY 5%, SECONDED BY MR. DUTRA. PASSED. MR. VELASQUEZ MADE A MOTION TO INCREASE FULL TIME MAINTENANCE STAFF BY 3%. SECONDED BY MS. MOORE, PASSED. MS. JEFFCOACH MADE A MOTION TO INCREASE ONE PART TIME POSITION TO \$8.00 PER HOUR. SECONDED BY MR. DUTRA, PASSED.

5. MR. BERGMAN PRESENTED TWO OPTIONS FOR OBTAINING BIDS FOR TREE TRIMMING. THE BOARD RECOMMENDED MR. BERGMAN PROCEED AS HE HAS IN THE PAST. THE BOARD RECOMMENDED MR. DUTRA ASSIST IN EVALUATING TREES TO BE TRIMMED.

6. INFORMATION WAS PRESENTED TO THE BOARD REGARDING THE PILOT (PAYMENTS IN LIEU OF TAXES). DISCUSSION CENTERED AROUND THE OPTIONS FOR DISTRIBUTION OF PILOT. MR. BERGMAN WAS DIRECTED TO RESEARCH THE OPTIONS THAT ARE AVAILABLE.

7. INFORMATION ON THE HOMELESS PROBLEM WAS PRESENTED. THE HOUSING AUTHORITY IS HOUSING THOSE ON THE LIST WHO ARE IN THE MOST SERIOUS CIRCUMSTANCES. DISCUSSION REGARDING THE ADDITION OF MORE UNITS. ARE THERE FUNDS AVAILABLE? SHOULD THE

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UNITS BE ELDERLY OR FAMILY? THE CURRENT WAITING LIST IS MOSTLY FAMILY. IF FAMILY UNITS ARE TO BE BUILT, THEN THE HOUSING AUTHORITY HAS TO HAVE AN ARTICLE 34 REFERENDUM PASSED BY THE VOTERS. MR. BERGMAN WAS DIRECTED TO FIND OUT IF FUNDS ARE AVAILABLE.

8. THE BOARD DISCUSSED THE NEED FOR AN ADDITION TO THE COMMUNITY CENTER. SOME OF THE BOARD MEMBERS INDICATED THEY WOULD ATTEND THE CITY COUNCIL MEETING. MR. BERGMAN WAS REQUESTED TO ATTEND AS WELL ON JANUARY 19, 1999.

9. THE NEW FORMS FOR EVALUATING THE HOUSING AUTHORITYS' PERFORMANCE WAS REVIEWED. THE COMMISSIONERS EXPRESSED CONCERNS THAT THE EVALUATION IS WRITTEN BY THOSE IN HIGH OFFICE WITHOUT TAKING INTO CONSIDERATION THOSE IN THE DIRECT PROVISION OF THE SERVICES.

10. MR. FISHER REQUESTED THAT THE COMMUNITY CENTER BE MADE AVAILABLE FOR BOARD MEETINGS. HE ALSO ASKED HOW THE VOLUNTEERS WERE WORKING OUT FOR STUDY NIGHTS.

11. MEETING ADJOURNED AT 8:15 PM



SECRETARY

CHAIRMAN