

MINUTES OF THE LIBRARY BOARD OF TRUSTEES

December 16, 2004 ~ Library Study Center, 3201 Spring Street, Paso Robles

CALL MEETING TO ORDER

President Surber called the meeting to order at 8:45 a.m.

ROLL CALL

Library Assistant Rader took roll as follows:

Members present: Bates, Carey, Rys, Surber

Absent: Watson

City Staff: Annie Robb, City Librarian; Barbara Partridge, Director of Library & Recreation Services; Charlotte Gorton, Recreation Services Manager

City Council rep: Mayor Pro-Tem Heggarty

PUBLIC COMMENTS -None

CONSENT AGENDA

1. A motion was made by Member Carey, seconded by Member Bates, to approve the Minutes of the November 18, 2004 meeting. Motion passed.

DISCUSSION ITEMS

2. Cuesta Class

The plan so far for the Cuesta art program, to be co-hosted by the Library, will be a five part series with each class having a different artist and different media. The classes will be in the daytime which would help seniors to participate, and will be listed in the summer Cuesta College catalog due out in May 2005. The classes will be held in the conference room across from the Library.

3. Interlibrary Loan Survey

Preliminary results for the November 2004 survey: 188 surveys were returned with the vast majority very satisfied with the interlibrary loan service, with the main reason for placing a loan being that the Paso Robles Library did not have on hand what the patron needed. City Librarian Annie Robb will incorporate results in a report about the Library collection early next year.

4. Early Library Closure

As part of the 10th year anniversary of the new Library building the Library will host the Paso Robles Chamber of Commerce mixer on Wednesday May 11, 2005, 5:30 p.m. This will be an event open to the public. Staff requested that the Library close at 4:00 p.m. that day to prepare and host the mixer. Member Bates moved, seconded by Member Carey to close the library at 4:00 p.m. on May 11, 2005. Four ayes, no dissent. Member Carey, with assistance from Member Rys, will serve as an ad-hoc committee to help with publicizing the event.

5. City Council Goal Setting

Discussion of recommendations to forward to the City Council has been put off until a special meeting of the Library Board on Tuesday, December 28th, 8:30 a.m. at the Paso Robles Public Library.

CITY COUNCIL COMMUNICATION -None

CITY STAFF REPORT -None

UNSCHEDULED MATTERS -None

ADJOURNMENT

Adjourned at 9:05 a.m. December 16, 2004 to the Library Board/Library Staff Holiday breakfast, then to a special meeting of the Library Board on Tuesday December 28, 2004 in the Paso Robles Public Library.

THESE MINUTES ARE NOT OFFICIAL NOR A PERMANENT PART OF CITY RECORDS
UNTIL APPROVED BY THE LIBRARY BOARD OF TRUSTEES AT THEIR NEXT REGULAR MEETING

Respectfully submitted by Don Rader, Library Assistant

Library Board of Trustees Minutes of December 16, 2004

**MINUTES OF THE SPECIAL MEETING OF THE
LIBRARY BOARD OF TRUSTEES**

Tuesday, December 28, 2004 at the Public Library, 1000 Spring Street, Paso Robles

CALL MEETING TO ORDER

President Surber called the meeting to order at 8:30 a.m.

ROLL CALL

Library Assistant Rader took roll as follows:

Members present: Carey, Rys, Surber, Watson

Members absent: Bates

City staff: Annie Robb, City Librarian; Barbra Partridge, Director of Library &
Recreation Services; Charlotte Gorton, Recreation Services Manager

City Council absent: Mayor Pro-Tem Heggarty

PUBLIC COMMENTS – None

DISCUSSION ITEM

A. Review Goals to submit to City Council by January 2005

- Director Partridge and Recreation Services Manager Gorton discussed some of the goal desires of other city groups.
- After discussion, a motion was made by Member Surber, seconded by Member Watson, to forward the following goals to City Council for their February 12, 2005 goal setting workshop:
 1. Maintain or increase the priority of 2003 City Council Goal 12, (Plan for a new City Hall) and include as part of the same goal preparation for implementation of 2010 Library expansion to the second floor of current building, as fulfillment of the understood Library build-out commitment.
 2. Maintain or improve staffing levels in Department of Library & Recreation Services, including number of FTE and levels of management employees by re-emphasizing/renewing 2003 Council Goal 9, (Continue key staff succession planning/preparation) and 26 (Hire line level staff).
 3. Increase priority of established City Council goals #17 (Support local schools) and #24 (Add special interest programs), including city funding and support of alternative funding, as this is critical in achieving General Plan goal to maintain/improve the quality of life enjoyed by residents, particularly as it relates to the Department of Library and Recreation Services.

UNSCHEDULED MATTERS - None

ADJOURN

- A motion was made by Member Carey, seconded by Member Rys, to adjourn the special goals meeting at 10:15 a.m.
- Adjourned to the next regular meeting on Thursday, January 13, 2005, 9:00 a.m. in the Public Library, 1000 Spring Street, Paso Robles.

Respectfully submitted by Don Rader, Library Assistant

Library Board of Trustees Special meeting Minutes of 12-28-04