

MINUTES OF THE LIBRARY BOARD OF TRUSTEES

July 14, 2011 ~ Paso Robles City Library, 1000 Spring Street, Paso Robles

*President Denise Surber
Pamela Alch; Doug Bates; Jane Carey; Mary Morrison*

CALL MEETING TO ORDER

President Surber called the meeting to order at 9:05 a.m.

ROLL CALL

Don Rader, Administrative Assistant, took roll as follows:

Members present: Alch, Bates, Carey, Morrison, Surber

Absent: None

City Staff: Julie Dahlen, Interim Director of Library & Recreation Services
Kris Bell, Interim Library Manager and Children's Librarian

City Council rep: Councilman Fred Strong

PUBLIC COMMENTS -None

CONSENT AGENDA

1. After revision in the header to correctly spell Trustee Morrison's name, a motion was made by Trustee Carey, seconded by Trustee Bates to accept the minutes from the June 9, 2011 meeting. Voice vote: 5 ayes, no dissent.

DISCUSSION ITEMS

2. **Welcome New Trustee Pamela Alch**
-New Trustee Pamela Alch was sworn in and introduced to the Board.
3. **Election of Officer**
-After discussion, a motion was made by Trustee Carey, seconded by Trustee Morrison, to elect Trustee Doug Bates as new Library Board President. Voice vote: 4 ayes, no dissent.
4. **2011 Goals and Objectives**
-The 2011 Library Board of Trustee Goals and Objectives were reviewed and addressed as to what remains to be accomplished.
5. **Advocacy Activities/Opportunities**
-Trustee Surber and Trustee Alch plan to attend the August 2nd 2011 City Council meeting while Trustee Carey plans to attend the Sept 20th, 2011 Council meeting. Trustee Carey also talked about how the Friends Store is doing well selling merchandise and that a Friends of

the Library website and Facebook page are being worked on.

6. **Policy Review**

-*Internet Use Policy*: reviewed and updated. To be adopted at the 8/11/11 meeting.
-*Library Use Guidelines*: reviewed and updated. To be adopted at the 8/11/11 meeting.
-*Municipal Codes Library Administration*: After reviewing the document recently returned from City Attorney Iris Yang a motion was made by Trustee Carey, seconded by Trustee Surber to adopt. Voice vote: 5 ayes, no dissent. The document will now be sent to the City Manager for appropriate action.

7. **Library Presentation**

-Trustee Surber introduced images drawn by her husband Russ Surber that will be used in a power point Library presentation to be shown to, among others, City advisory committees.

8. **Review August 2011 Art**

-Art for August 2011 was reviewed. Wall art will feature the work of Glen Gibson while the display case will feature rocks and minerals from the Paso Robles area courtesy of the Santa Lucia Rockhounds.

COMMUNICATIONS/REPORTS

-Councilman Fred Strong commented on how the citizens of Paso Robles must continue to conserve water although it is not mandatory at this time. He also talked about the new bus route C which is being added.

-Julie Dahlen discussed how the Recreation Department is moving on in the wake of recent retirements. The aquatics program is going strong at the Municipal Pool, and the Concerts in the Park have been well attended.

-Kris Bell updated the Board on the three Summer Reading Programs. The programs, activities, and workshops have been well attended and over a thousand patrons have signed up this summer. Kris thanked the Friends of the Library for their monetary donation to keep subscriptions to reference data-bases which had previously been discontinued. Kris also commended Trustee Denise Surber for her 15 years as being a System Advisory Member.

UNSCHEDULED MATTERS -None

ADJOURNMENT

-Adjourned at 10:40 a.m. to next month's regularly scheduled meeting of the Library Board of Trustees on Thursday, August 11, 2011, 9:00 a.m. in the Library Conference Room, 1000 Spring St.

These minutes were approved by the Library Board of Trustees at their August 11, 2011 meeting.

Respectfully submitted by Don Rader, Administrative Assistant



TRAVEL PASO ROBLES ALLIANCE (BID) MINUTES

Tuesday, July 26, 2011
1:00 – 3:00 P.M.

**MEETING LOCATION: UPSTAIRS LARGE CONFERENCE ROOM, CITY HALL
1000 SPRING STREET, PASO ROBLES, CALIFORNIA 93446**

CALL TO ORDER

PRESENT Committee Members: Margaret Johnson, Matt Masia, Victor Popp, Bill Roof, Shawn Styler. City Staff: Meg Williamson, Jim Throop. Mental Marketing Staff: Bill Stansfield, Mark Elterman, Nancy Hoover

ABSENT Kimberly Foo, Noreen Martin, Shonna Howenstine, Maryann Stansfield

PUBLIC COMMENT None

COMMITTEE BUSINESS

1. Victor Popp moved to approve minutes from 6/28/2011 meeting, Shawn Styler seconded and minutes were approved as read.

DISCUSSION

2. Marketing Update

Nancy Hoover gave the marketing update and Mark Elterman reviewed the marketing report summary.

3. Financial Update

Mark Elterman presented current actuals, there were no questions.

4. Lead Tracking Software

Bill Stansfield discussed options for "CRM" software sales tracker. It provides 3 licenses to start. He will bring more information forward to the marketing subcommittee to help them decide. Mark Elterman will check into the delay in the distribution of trade show leads.

5. SLOCVCB and BID Alliance Update

Tabled.

6. Jack Rabbit

Committee discussed costs and possible ROI to cover costs. Requested more statistics and data. Mental marketing can schedule a company representative to be present at a future meeting.

ADJOURNMENT Meeting adjourned at 2:30.



CITY OF EL PASO DE ROBLES
"The Pass of the Oaks"

AIRPORT ADVISORY COMMITTEE
MINUTES

Thursday, July 28, 2011 - - 7:00 PM
Airport Terminal Conference Room – 4900 Wing Way

CALL TO ORDER - 7:00 PM

Roll Call:

Committee members: Diefenderfer, Rice, Rose, Willis & York
Absent: Mark Kenyon
Planning Commission: Al Garcia
City Council: John Hamon, Ed Steinbeck
Staff: Doug Monn, Roger Oxborrow

PUBLIC COMMENT - None

COMMITTEE BUSINESS

1. **Minutes**
A motion by Mr. Rose, seconded by Mr. Rice, to approve the May 26, 2011, minutes passes unanimously.
2. **City Liaison Reports**
Mr. Rice reported on his attendance of the Planning Commission meeting of July 27. The Museum Master Plan was approved and the Vina Robles amphitheater project was reviewed.

DISCUSSION

3. **Sub-committee Reports**

- Airport Master Plan (Rose/Willis): The sub-committee met with staff to review the proposed changes to the master plan document. It is agreed that some time-specific elements need adjustment, and the ultimate location of the airport fuel farm needs to be changed. With the development of a single correction sheet that can be reviewed and approved by the City Council, it is felt that the determination can be made that the master plan is substantially complete and valid for another 5-year period.
The Rules and Regulations have similarly been reviewed and found to be accurate and intact. The only recommended modification is the User Fee Schedule, which has not been adjusted for many years. Staff requested the opportunity to still review the regulations and request additional changes, if any are warranted. These modifications will be compiled by staff and presented in their final form at the next meeting.
- Airport Promotion (York): The Airport Day event is rapidly approaching. Local promotional efforts will support those already in process by the event organizers. We are looking for the added cooperation and involvement with local airport businesses to augment and support the work that is already underway.
- Bylaws (Diefenderfer): The committee has completed a draft of the bylaws document and will review with staff, prior to presenting for committee review at the next meeting.

4. **Development Status Report**

The actions to review and approved the Museum Development Plan and the Vina Robles project were discussed earlier. No additional projects are presented to the Committee for consideration.

Director/Manager Business

The status of current airport projects and issues are reported:

- The Terminal Painting Project is scheduled to begin the second week in August.
- The repair and exterior refurbishment of the Kyodo building (4990 Wing Way) is currently under review by the architect and engineer. The first progress review is scheduled for August 12.
- The National Weather Service has responded (negatively) to the requested modification to the automated weather broadcast to include airport traffic pattern information.
- A military training exercise is to be conducted on the airport, October 5-7.
- Reminder that Airport Day is September 10.
- The FAA has approved the plans for the runway rehabilitation project and authorized to go out to bid.
- California Pilots Association newsletter and latest activities.
- FAA project to construct new communications facilities (RCO) on the airport is progressing.
- A new skydive business is starting up operations.

Committee Business - None

ADJOURN – 7:35 PM, to the regular Committee meeting, August 25, 2011, 7:00 PM, 4900 Wing Way.