



Dave Curtis
Library Director

Amy Harpster
Assistant Library Director

Julie Eriksen
Recording Secretary

AGENDA

Orange Public Library Board of Trustees April 19, 2021

3:30 PM Regular Session

El Modena Branch Library &
Various Teleconference Locations
380 S. Hewes St.
Orange, CA 92869

STEVE FREEMAN
Chair

REBECCA MARTINEZ
Vice Chair

PATTI VAN VOORST
Trustee

PEGGY L. CALVERT
Trustee

SUSIE HUBER
Trustee

SPECIAL NOTICE REGARDING CORONAVIRUS (COVID-19)

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. On March 17, 2020, Governor Newsom issued Executive Order N-29-20 (superseding the Brown Act related provisions of Executive Order N-25-20 issued on March 12, 2020), which allows a local legislative body to hold public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body. Pursuant to Executive Order N-29-20, please be advised that Orange Public Library Board of Trustees and staff may participate from the El Modena Branch Library or via teleconference.

PUBLIC PARTICIPATION

El Modena Branch Library will have seating available for members of the public to attend the meeting in person. All persons visiting public facilities shall wear masks and observe social distancing protocols. Designated seating has been identified for public use.

Public Comments:

Members of the public may address the Library Board on any agenda items or matters within the jurisdiction of the governing body in-person at the meeting or electronically as follows:

1) In-Person Comments

Members of the public can provide in-person comments. Social distancing measures will be in place and masks are required. Public comments are limited to three (3) minutes per speaker. Members of the public may observe the meeting from inside the meeting room if seating is available.

2) Written Public Comments via email

Members of the public can submit their written comments electronically for Board Members' consideration by emailing them to LBOTpubliccomment@cityoforange.org with the subject line "Public Comment Item # (insert the item number relevant to the comment) or "Public Comment Non-agenda Item" for general public comments. To ensure distribution to the Library Board prior to consideration of

the agenda, we encourage the public to submit comments by 11:00 a.m. the day of the meeting. All public comments will be provided to the Library Board, posted on the City's website, and compiled as part of the record.

Contact the City Clerk's Office at (714) 744-5500 with any questions.

NOTE: Any public record that is distributed less than 72 hours prior to the Board meeting will be made available at the City Clerk's Office and posted on the City's website.

In compliance with the Americans with Disabilities Act, if you need accommodations to participate in this meeting, contact the Clerk's office at (714) 744-5500. Notification at least 48 hours prior to the meeting will enable the City to make arrangements to assure accessibility to this meeting.

1. OPENING**1.1 CALL TO ORDER****1.2 PLEDGE OF ALLEGIANCE****1.3 ROLL CALL****2. APPROVAL OF MINUTES**

Approval of meeting minutes of the Orange Public Library Board of Trustees for the March 15, 2021 Regular Meeting.

Recommended Action:

Approve minutes as presented.

Attachments: [03.15.2021 DRAFT LBOT MINUTES](#)

3. PUBLIC COMMENTS

Opportunity for the public to address the Library Board of Trustees on matters not listed on the Agenda which are within the subject matter jurisdiction of the Board. Members of the public can submit their comments in writing for the Board's consideration by sending them to LBOTpubliccomment@cityoforange.org. In addition to electronic comments, members of the public can provide in-person comments in the El Modena Library Branch meeting room. Public Comments are limited to three (3) minutes per speaker. Please refer to pages 1 and 2 of the agenda for more information and detailed instructions.

4. FRIENDS OF THE ORANGE PUBLIC LIBRARY REPORT**5. ORANGE PUBLIC LIBRARY FOUNDATION REPORT****6. LIBRARY DIRECTOR'S REPORT****6.1 Updates****6.2 Financial Report**

Financial Report July 2020 - March 2021

Recommended Action:

Receive and file

Attachments: [LBOT March Financial Report](#)

7. BOARD REPORTS**7.1 Reports from Chair Freeman****7.2 Reports from Trustees**

- 8. OLD BUSINESS**
- 9. NEW BUSINESS**
- 10. EL MODENA BRANCH UPDATES**
- 11. ADJOURNMENT**

The next regular meeting will be held on Monday, May 17, 2021 at 3:30 p.m. at El Modena Branch Library.

I, Julie Eriksen, Executive Assistant, of the City of Orange, hereby declare, under penalty of perjury, that a full and correct copy of this agenda was posted pursuant to Government Code Section 54950 et. seq., at the following locations: Orange Civic Center kiosk and Orange City Clerk's Office at 300 E. Chapman Avenue, Orange Main Public Library at 407 E. Chapman Avenue, Police facility at 1107 North Batavia, and uploaded to the City's website www.cityoforange.org.

Date posted: April 15, 2021



Agenda Item

Orange Public Library Board of Trustees

Item #:	4/19/2021	File #: 21-0176
----------------	-----------	------------------------

TO: Chair and Members of the Orange Public Library Board of Trustees

THRU: Dave Curtis, Library Director

FROM: Julie Eriksen, Recording Secretary

1. SUBJECT

Approval of meeting minutes of the Orange Public Library Board of Trustees for the March 15, 2021 Regular Meeting.

2. SUMMARY

Submitted for your consideration and approval are the minutes of the above meeting(s).

3. RECOMMENDED ACTION

Approve minutes as presented.

4. ATTACHMENTS

- March 15, 2021 Regular Meeting minutes.

MINUTES - DRAFT

City of Orange

Orange Public Library Board of Trustees

March 15, 2021

1. OPENING

1.1 CALL TO ORDER

Chair Freeman called the meeting to order at 3:41 p.m.

1.2 PLEDGE OF ALLEGIANCE

Led by Chair Freeman.

1.3 ROLL CALL

Present: Freeman, Martinez, and Calvert

Absent: van Voorst, and Huber

2. APPROVAL OF MINUTES

Approval of meeting minutes of the Orange Public Library Board of Trustees for the January 18, 2021 Regular Meeting.

Approved minutes as presented.

Ayes: Freeman, Martinez, and Calvert

Noes: None

Absent: van Voorst, and Huber

3. PUBLIC COMMENTS

None.

4. FRIENDS OF THE ORANGE PUBLIC LIBRARY REPORT

Director Curtis reported that the Friends will be holding a booksale on Friday 3/26/2021. The bookstore will re-open on Monday 3/29 with hours Monday through Friday 11am-3pm. Book prices are changing to \$1.50 in the bookstore and \$0.25 for those located on the shelves outside.

5. ORANGE PUBLIC LIBRARY FOUNDATION REPORT

Director Curtis reported that the Foundation has a new board member. The \$90,000 donation from Larry Tannis's family was received by the Foundation.

6. LIBRARY DIRECTOR'S REPORT

6.1 Updates

The Library is hosting The American Red Cross Bloodmobile on 4/13/2021.

The Library is hosting a food drive benefiting the Senior Center.

The Library is expanding its hours starting 3/29/2021 to Monday through Saturday 10am-5pm.

The History Center is open by appointment only.

Branches remain closed, with hopes to open El Modena on 6/14/2021.

Working to fill 5 positions (Pages & Clerks).

Planning to bring back Ukulele Soup [in person] at the end of June.

6.2 Financial Report

Financial Report July 2020 - February 2021.

Received and filed.

7. BOARD REPORTS

7.1 Reports from Chair Freeman

Trustee vanVoorst has reached the 12 year term limit per the City's Municipal Code.

The City Council is actively recruiting for all appointments affected by this limit. Trustee vanVoorst will stay until the seat is filled.

Chair Freeman suggested, if the Board is back to meeting in person in April, that they meet at the El Modena Branch Library because their meeting room has more space and because the Community Room at Main is still being used to quarantine books.

Vice Chair Martinez agreed with this suggestion and looks forward to getting back to in-person meetings. She also offered her assistance to Director Curtis regarding the space at Grijalva Park.

7.2 Reports from Trustees

Trustee Calvert is anxious to bring Ukulele Soup back to in-person programs, and will work with staff to ensure it is a safe program for all. Director Curtis suggested making it "registration required" with a specific number of attendees. Trustee Calvert would like to see more library presence in west Orange.

Vice Chair Martinez asked about the Pop-Up-Library and when it would be returning. Director Curtis stated that there is not a specific date at this time, but as soon as it can be done safely staff will start it up again.

8. OLD BUSINESS

None.

9. NEW BUSINESS

None.

10. ADJOURNMENT

Meeting adjourned at 4:48 p.m.

The next Regular meeting is scheduled for Monday, April 19, 2021 at 3:30 p.m. via various teleconference locations.



Agenda Item

Orange Public Library Board of Trustees

Item #:

4/19/2021

File #: 21-0177

TO: Chair and Members of the Orange Public Library Board of Trustees

THRU: Dave Curtis, Library Director

FROM: Julie Eriksen, Recording Secretary

1. SUBJECT

Financial Report July 2020 - March 2021

2. RECOMMENDED ACTION

Receive and file

4. ATTACHMENTS

- July 2020 - March 2021 Financial Report

LIBRARY FINANCIAL REPORT

PERIOD ENDING **MARCH** 2021

	<u>Appropriated</u>	<u>Encumbered</u>	<u>Expended</u>	<u>% Used</u>	<u>Balance</u>
2001 LIBRARY ADMINISTRATION	\$2,769,798.64	\$75,635.63	\$1,974,275.14	74.0	\$719,887.87
2004 TECHNOLOGY	\$756,257.73	\$11,538.60	\$441,431.73	59.9	\$303,287.40
2014 LENDING SERVICES	\$785,065.23	\$0.00	\$458,804.99	58.4	\$326,260.24
2016 ADULT & BRANCH SERVICES	\$991,850.23	\$5,590.00	\$610,092.50	62.1	\$376,167.73
2017 CHILDREN & TEEN SERVICES	\$714,355.53	\$4,796.81	\$342,159.01	48.6	\$367,399.71
TOTALS:	\$6,017,327.36	\$97,561.04	\$3,826,763.37	66.5	\$2,093,002.95
Library Savings:	-\$115,543.00				-\$115,543.00
GRAND TOTALS:	\$5,901,784.36	\$97,561.04	\$3,826,763.37	66.5	\$1,977,459.95