



AGENDA

Orange Public Library Board of Trustees November 15, 2021

Dave Curtis
Library Director

Amy Harpster
Assistant Library Director

Julie Eriksen
Recording Secretary

REBECCA MARTINEZ
Chair

SUSIE HUBER
Vice Chair

PEGGY L. CALVERT
Trustee

JOSEPH D. VALENCIA
Trustee

VACANT
Trustee

3:30 PM Regular Session

Orange Public Library & History Center - Rotary Room
407 E. Chapman Avenue
Orange, CA 92866

Welcome to the Library Board of Trustees Meeting. Regular meetings of the City of Orange Public Library Board of Trustees are held the third Monday of each month at 3:30 p.m.

Agenda Information

The agenda contains a brief general description of each item to be considered. Written materials relating to an item on the agenda that are provided to the Library Board after agenda packet distribution and within 72 hours before it is to consider the item will be made available for public inspection in the City Clerk's Office located at 300 E. Chapman Avenue, Orange, during normal business hours; at the Library Board meeting; and made available on the City's website.

Public Participation

Pursuant to Government Code Section 54954.3, members of the public may address the Library Board on any agenda items or matters within the jurisdiction of the governing body by using any of the following methods:

1) In-Person

To speak on an item on the agenda, complete a speaker's card indicating your name and address, and identifying the agenda item number or subject matter you wish to address. The card should be given to staff prior to the start of the meeting. General comments are made during the "Public Comments" section on the agenda. Public comments are limited to three (3) minutes per speaker, unless a different time limit is announced.

2) Written Public Comments

Members of the public can submit their written comments electronically for the Board's 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.

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

ADA Requirements: In compliance with the Americans with Disabilities Act, if you need accommodations to participate in this meeting, contact the Orange Public Library at (714) 744-2400. Notification at least 48 hours in advance of meeting will enable the City to make arrangements to assure accessibility to this meeting.

1. OPENING/CALL TO ORDER**1.1 PLEDGE OF ALLEGIANCE****1.2 ROLL CALL****2. PUBLIC COMMENTS**

Opportunity for members of the public to address the Library Board on matters not listed on the agenda which are within the subject matter jurisdiction of the Board, provided that NO action may be taken on off-agenda items unless authorized by law. Public Comments are limited to three (3) minutes per speaker.

3. APPROVAL OF MINUTES

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

Recommended Action:

Approve minutes as presented.

Attachments: [10.18.2021 LBOT MINUTES](#)

4. STAFF PRESENTATION**5. FRIENDS OF THE ORANGE PUBLIC LIBRARY REPORT****6. ORANGE PUBLIC LIBRARY FOUNDATION REPORT****7. LIBRARY DIRECTOR'S REPORT****7.1 Updates****7.2 Financial Report**

Financial Report: October 2021

Recommended Action:

Receive & file.

Attachments: [October 2021 Financial Report LBOT](#)

8. BOARD REPORTS**8.1 Reports from Chair****8.2 Reports from Trustees****9. OLD BUSINESS**

10. NEW BUSINESS

10.1 Heritage Days 12/4/2021

10.2 Tree Lighting 12/5/2021

11. ADJOURNMENT

The next Regular Library Board of Trustees meeting will be held on Monday, December 20, 2021, at 3:30 p.m., in the Rotary Room at the Orange Public Library & History Center.

I, Julie Eriksen, Executive Assistant for 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: November 10, 2021



Agenda Item

Orange Public Library Board of Trustees

Item #:

11/15/2021

File #: 21-0631

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 October 18, 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

- October 18, 2021 Regular Meeting minutes.

MINUTES

City of Orange

Orange Public Library Board of Trustees

October 18, 2021

1. OPENING/CALL TO ORDER

Chair Martinez called the meeting to order at 3:31 p.m.

1.1 PLEDGE OF ALLEGIANCE

Led by Trustee Freeman.

1.2 ROLL CALL

Trustee Calvert arrived at 3:47 p.m.

Present: Martinez, Huber, Freeman, Calvert, and Valencia

Absent: None

2. PUBLIC COMMENTS

None.

3. APPROVAL OF MINUTES

Approval of meeting minutes of the Orange Public Library Board of Trustees for the September 20, 2021, Regular Meeting.

A motion was made by Trustee Freeman, seconded by Vice Chair Huber, that the Minutes be approved. The motion carried by the following vote:

Ayes: Martinez, Huber, Freeman, Calvert, and Valencia

Noes: None

Absent: None

4. FRIENDS OF THE ORANGE PUBLIC LIBRARY REPORT

Friends President Kathleen Stevens discussed updates to their Board, the bookstore, upcoming events, and book sale profits. The bookstore is now open on Saturdays.

5. ORANGE PUBLIC LIBRARY FOUNDATION REPORT

Foundation Executive Director Lynn-Marie Frediani discussed upcoming fundraising events and programs.

The Tannis Family Children's Garden opening ceremony was well received.

The Gala date is changing to possibly March 20, 2022.

Received grant for STEAM.

6. LIBRARY DIRECTOR'S REPORT

6.1 Updates

Director Curtis reported on current events at the Library, including programs, funding and donations, going fine-free, and personnel updates.

Luche Libre program running through December.

Community Ofrenda at El Modena Branch Library.

New Local History Librarian Aida Cuevas is taking inventory. The Library hired a part-time Library Assistant, Charla de la Cuadra, to assist in Local History, both have extensive archival experience. An intern will also be helping on Fridays and Saturdays transcribing oral histories. Ms. Cuevas will attend an upcoming Board meeting to introduce herself and answer questions.

The Library has 1,934 Instagram followers and 332 Facebook followers.

Discussion for adding back evening hours is taking place.

6.2 Financial Report

Financial Report - July 01, 2021 through September 30, 2021.

Received and filed.

7. BOARD REPORTS

7.1 Reports from Chair

Chair Martinez would like to invite the Media Specialist to meet at the library again, and provide tours as they used to do.

7.2 Reports from Trustees

None.

8. OLD BUSINESS

8.1 Treats in the Streets

Chair Martinez and Trustee Calvert will assist staff at the Pop-Up Library. The remaining Board can attend to assist in other ways if they choose. A special QR Code was designed to allow for no-contact assistance.

9. NEW BUSINESS

None.

10. ADJOURNMENT

Meeting adjourned at 4:26 p.m. in thanks to Trustee Freeman for his 12 years of service to the Library Board of Trustees.

The next Regular meeting is scheduled for Monday, November 15, 2021 at 3:30 p.m. in the Rotary Room at The Orange Public Library & History Center.



Agenda Item

Orange Public Library Board of Trustees

Item #:

11/15/2021

File #: 21-0632

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: October 2021

2. RECOMMENDED ACTION

Receive & file.

3. ATTACHMENTS

- LBOT Financial Report: October 2021

LIBRARY FINANCIAL REPORT
PERIOD ENDING OCTOBER 2021

	<u>Appropriated</u>	<u>Encumbered</u>	<u>Expended</u>	<u>% Used</u>	<u>Balance</u>
2001 LIBRARY ADMINISTRATION	\$3,330,391.38	\$155,996.22	\$722,763.48	26.4	\$2,451,631.68
2004 TECHNOLOGY	\$765,414.00	\$21,467.12	\$209,672.86	30.2	\$534,274.02
2014 LENDING SERVICES	\$825,042.00	\$0.00	\$239,831.37	39.1	\$585,210.63
2016 ADULT & BRANCH SERVICES	\$1,020,591.27	\$1,685.35	\$272,529.38	26.9	\$746,376.54
2017 CHILDREN & TEEN SERVICES	\$721,620.09	\$25,907.87	\$176,910.36	28.1	\$518,801.86
TOTALS:	\$6,514,029.74	\$205,056.56	\$1,621,707.45		\$4,687,265.73