

# CITY OF SAN MARINO

## LIBRARY BOARD OF TRUSTEES AGENDA

*Eldon Swanson, Chairperson*

*Linda Mollno, V. Chairperson*

*Lois Derry*

*Liz Hollingsworth*

*Mary Hsu*

*Genevieve Chien, (Alt.)*

*Steve Domier, (Alt.)*



[www.crowellpubliclibrary.org](http://www.crowellpubliclibrary.org)

(626) 300-0777 Phone

(626) 300-0121 Fax

Crowell Public Library

1890 Huntington Drive

San Marino, CA 91108

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**MONDAY, OCTOBER 22, 2018**  
**CROWELL PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**THORNTON ROOM**  
**1890 HUNTINGTON DRIVE, SAN MARINO, CA**

**REGULAR MEETING AT 7:30 A.M.**

The City of San Marino appreciates your attendance. Citizens' interest provides the Board of Trustees with valuable information regarding issues of the community.

Regular Meetings are held on the 4<sup>th</sup> Monday of every month.

In compliance with the American with Disabilities Act, any person with a disability who requires a modification or accommodation in order to participate in a meeting should contact the Library at (626) 300-0777 at least 48 hours prior to the meeting.

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Chairperson Eldon Swanson, Vice Chairperson Linda Mollno, Genevieve Chien, Lois Derry, Steve Domier, Liz Hollingsworth, and Mary Hsu.

### **POSTING OF AGENDA**

The agenda is posted 72 hours prior to each meeting at the following locations: City Hall, 2200 Huntington Drive, the Crowell Public Library, 1890 Huntington Drive and the Recreation Department, 1560 Pasqualito Drive. The agenda is also posted on the City's Website: <http://www.cityofsanmarino.org>

## **PUBLIC COMMENTS**

Section 54954.3 of the Brown Act provides an opportunity for members of the public to address the Library Board of Trustees on any item of interest to the public, before or during the Trustees' consideration of the item, that is within the subject matter jurisdiction of the Board of Trustees.

## **APPROVAL OF MINUTES**

1. **September 24, 2018** – Regular Meeting

## **BOARD OF TRUSTEES REPORT**

1. Chairperson and Trustee Reports
2. Crain Art Gallery Committee Report

## **NEW BUSINESS**

1. External Links Policy
2. Wording on Public Computers
3. Close Library for Martin Luther King Day and Easter

## **CONTINUED BUSINESS**

1. Donations Program Policy

## **ADMINISTRATIVE ANALYST'S REPORT**

1. Financial Budget Report
  - a. **September**

## **CITY LIBRARIAN'S REPORT**

1. State Librarian Report
2. Friends
  - a. Minutes – **September**
3. Foundation Update
  - a. Minutes – **September** – n/a
4. Operations
  - a. Staffing Changes
5. Statistics – **September**
  - a. Door Count Changes
6. Programming/Services
  - a. STEM Preschool Storytime
  - b. Tutor.com
7. Technology/Marketing
  - a. RFID Update

**PUBLIC WRITINGS DISTRIBUTED**

All public writings distributed by the Board of Trustees to at least a majority of the Trustees regarding any item on this agenda will be made available at the Library located at 1890 Huntington Drive, San Marino, California.

**PUBLIC COMMENTS**

The public may at this time speak regarding any library-related issue, provided that no action shall be taken on any item not appearing on the agenda. Any person desiring to speak should complete a Speaker's Form located at the Thornton Room and hand it to the City Librarian. The Director reserves the right to place limits on duration of comments.

**ADJOURNMENT**

The Library Board of Trustees will adjourn to the next adjourned regular meeting to be held on **MONDAY, November 26, 2018, at 7:30 A.M.** in the Library Thornton Room, 1890 Huntington Drive, San Marino, California.

Irene McDermott  
CITY LIBRARIAN