

**ACTION MINUTES  
SPECIAL MEETING  
OF THE SAN MARINO LIBRARY BOARD OF TRUSTEES  
JULY 6, 2018 – 1:00 P.M.**

**CALL TO ORDER** Chairperson Hollingsworth called the meeting to order at 1:00 P.M.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**      **PRESENT:** Chairperson Hollingsworth, Vice Chairperson Swanson, Trustees Chien, Derry, and Domier

**ABSENT:** Trustees Hsu and Mollno (Chairperson Hollingsworth represented Trustee Mollno by proxy)

**STAFF:** City Librarian McDermott and Administrative Analyst Yoo

**PUBLIC COMMENTS:**

There were no public comments at this time.

**NEW BUSINESS**

**1. New Trustee alternate introduced and sworn in: Steve Domier**

City Librarian McDermott introduced and swore in Trustee Steve Domier.

**CONTINUED BUSINESS**

**1. Discussion of FY 18-19 library budget**

Chairperson Hollingsworth opened the discussion by introducing the goals of the library, which focus on collection, programming, technology, services, financial support, library awareness, visibility, and continual improvement.

City Librarian McDermott highlighted that the overall library budget decreased, personnel hours have stayed the same, and marginal increases were included in various operational expenses. City Librarian McDermott presented that the Library Department proposed 8 hours of operational cuts and a 25 percent cut in acquisition expenses, in order to meet the budgetary goals of the City Council.

The Board of Trustees reviewed the budget and the proposed cuts. Chairperson Hollingsworth moved to recommend that the Library Department should not propose to cut 25 percent of the acquisition budget for Fiscal Year 2018-19; seconded by Trustee Domier. The motion carried unanimously by the following votes: AYES: Chairperson Hollingsworth, Vice Chairperson Swanson, Trustees Chien, Derry, Domier, and Mollno. NOES: None.

Chairperson Hollingsworth also moved to recommend that the Library Department should not propose to cut 8 hours of the Library's operating hours; seconded by Trustee Derry. The motion

carried unanimously by the following votes: AYES: Chairperson Hollingsworth, Vice Chairperson Swanson, Trustees Chien, Derry, Domier, and Mollno. NOES: None. Chairperson Hollingsworth moved to recommend that no new additions will be made to the proposed Budget Fiscal Year 2018-19; seconded by Trustee Domier. The motion carried unanimously by the following votes: AYES: Chairperson Hollingsworth, Vice Chairperson Swanson, Trustees Chien, Derry, Domier, and Mollno. NOES: None.

The Board of Trustees reviewed the Library Department's Capital project proposals. No updates were made.

#### **PUBLIC WRITINGS DISTRIBUTED**

There were no public writings distributed.

#### **PUBLIC COMMENTS**

There were no public comments at this time.

#### **ADJOURNMENT**

The Library Board of Trustees adjourned at 2:55 p.m. to the next regular meeting to be held on **MONDAY, August 27, 2018 at 7:30 A.M.**, in the Library Thornton Room, 1890 Huntington Drive, San Marino, California.