

# CITY OF SAN MARINO

## LIBRARY BOARD OF TRUSTEES AGENDA

Linda Mollno, Chairperson

Liz Hollingsworth, Vice Chairperson

Lois Derry

Mary Hsu

Eldon Swanson

Genevieve Chien (Alt.)

Steve Domier (Alt.)



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

(626) 300-0777 Phone

(626) 300-0121 Fax

Crowell Public Library

1890 Huntington Drive

San Marino, CA 91108

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**CROWELL PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MONDAY, AUGUST 26, 2019 AT 7:30 A.M.  
CROWELL PUBLIC LIBRARY (THORNTON ROOM)  
1890 HUNTINGTON DRIVE  
SAN MARINO, CA 91108**

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 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 Linda Mollno, Vice Chairperson Liz Hollingsworth, Trustee Genevieve Chien, Trustee Lois Derry, Trustee Steve Domier, Trustee, Trustee Mary Hsu, and Trustee Eldon Swanson.

### **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. June 24, 2019 – Regular Meeting - N/A

**BOARD OF TRUSTEES REPORT**

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

**NEW BUSINESS**

1. Closing Library for Delicious Destinations, November 15-16
2. Analyst Update
3. Update on Goals for Strategic Priorities
4. Voting Center
5. Census
6. Brown Act Overview

**CONTINUED BUSINESS**

1. RFID Closed Week Review
2. Capital Improvement Items for FY19-20 Review
  - a. Barth AV Upgrade
  - b. Entry Canopy
  - a. Citywide Computer Replacement

**ADMINISTRATIVE ANALYST'S REPORT**

1. Financial Budget Report
  - a. July – Preliminary
  - b. FY 18-19

- c. Quarterly Donation

## CITY LIBRARIAN'S REPORT

1. Friends
  - a. Minutes – May / No Meeting in July and August
2. Foundation
  - a. Minutes – May and July
  - b. Delicious Destinations: November 15-16
3. Operations
  - a. Staffing
    - i. Part-Time Library Assistants: Laura Fry, Angela Hsiao
    - ii. Analyst
    - iii. Librarian II
    - iv. Library Assistant
  - b. Safety Training, July 24 Review
4. Statistics – June July
5. Programming/Services
  - a. Summer Reading Club
  - b. Fourth of July Wristband Sales
  - c. Fall Programming
6. Technology/Marketing
  - a. RFID Update

### **WRITTEN COMMUNICATIONS OR 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 91108.

### **PUBLIC COMMENTS**

### **ADJOURNMENT**

The Library Board of Trustees will adjourn to the next regular meeting to be held on **MONDAY, September 23, 2019, AT 7:30 A.M.** in the Library Thornton Room at the Crowell Public Library, 1890 Huntington Drive, San Marino, California 91108.

Dated: August 22, 2019  
Posted: August 22, 2019

IRENE MCDERMOTT  
CITY LIBRARIAN