

**MINUTES OF A REGULAR MEETING OF THE
LIBRARY BOARD OF TRUSTEES
CORONADO PUBLIC LIBRARY
640 ORANGE AVENUE
CORONADO, CA 92118
December 12, 2006**

I. CALL TO ORDER

President Haines called the meeting to order at 3:00 p.m. in the Winn Room of the Coronado Public Library.

ROLL CALL

Present: President Haines, Trustee Keith, Trustee Cahill, and Trustee Martin.

Absent: Trustee Iverson

Also Present: Mayor Tom Smisek
Violet Wagner, SAB Representative
Elizabeth Ingram, SAB Alternate Representative

Christian Esquevin, Director of Library Services
Linda Sanders, Administrative Secretary

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by President Haines.

III. APPROVAL OF MINUTES

A. November 13, 2006, Regular Meeting

Trustee Keith moved to approve the Minutes for the Regular Meeting of November 13, 2006. Trustee Cahill seconded the motion, and the motion was approved.

IV. CONSENT CALENDAR

Trustee Keith moved to approve the Consent Calendar. President Haines seconded the motion, and the motion was approved.

Director Esquevin explained that the Financial Statement shows a reduction in the following accounts: Citizen's Gifts, June Muller, and Reynolds, since money from those accounts was applied toward the Portal expenses. Director Esquevin explained that the funds set aside and designated for the Portal, but unspent, will be kept in the Citizen's Gifts to the Library Account held in the City Treasury.

V. COMMUNICATIONS

V-A Oral Communications

V-A-1 Public Oral Communications

None

V-A-2 Library Board Members Oral Communications

President Haines complimented staff on the nice Holiday Party and made the suggestion that, the next time a party is held in the Lobby, the food tables be moved to allow for easier entering through the door.

Trustee Martin commented that he couldn't hear the singers at the Holiday Party and felt sorry for them because the party was noisy. He suggested that next time an audio system be added so everyone would have the opportunity to hear the music.

Trustee Cahill explained that he has received the casters for the book carts and has an invoice for reimbursement.

The issue of the lack of lighting in the park area outside the Winn Room was mentioned, including the idea of motion sensor lighting.

V-A-3 Library Director Oral Communications

Director Esquevin explained that the Friends of San Diego State University had a tour of the Library some time ago and are now offering to reciprocate by offering the Coronado Friends the opportunity to take a guided tour of the San Diego State University Library and its new L. Frank Baum and Coronado exhibits on Friday, January 5, 2007, at 2:00 p.m. Director Esquevin asked Board members to contact him directly if interested in attending the tour.

V-B Written Communications

V-B-1 Exhibit Comments

President Haines enjoyed reading the wonderful Exhibit Comments that were provided in the packet.

VI. UNFINISHED BUSINESS

VI-A Children's Library Portal

Director Esquevin explained that the Portal expenses have all been paid and that donors, the artist, and the glass fabricators (Kinji and staff) are all very pleased with the results. He further noted that Kinji is using the photos of the Portal in his publicity.

VI-B Could/Should List

The changes to the Could/Should List were discussed, as well as the particular items below.

VI-B-1 Children and Teen Library Computer Chairs

The request to purchase ten computer chairs for the Children and Teen Libraries was discussed, as well as the particular style of chair recommended by Children's Librarian Ellenjoy Weber.

Trustee Keith moved to approve a purchase from the Citizens Account of ten computer chairs at a cost of \$1,647 for the Children and Teen Libraries. President Haines seconded the motion, and the motion was approved.

VI-B-2 Children's Library Large Screen TV

Director Esquevin explained that the large screen TV which had been considered for the Children's Library is not going to be pursued at this time.

VI-C Update on Coffee Cart Service at the Library

Director Esquevin explained that if the Board decided to proceed with the Coffee Cart Service, the next step would be to consider the draft RFP.

VI-C-1 Revised Request for Proposals

Director Esquevin commented on the enclosed RFP draft for the Library Coffee Cart Service and noted that it is similar to the previous RFP, with a few minor changes. If approved, Director Esquevin noted that the RFP would be publicized during January 2007. Trustee Martin suggested that the RFP include a revision number and date on each draft.

Trustee Martin moved to approve the RFP as written and with the previously described modifications. Trustee Keith seconded the motion, and the motion was approved.

VI-D Electronic Audio Books Potential for New Service and Costs (Demo)

Director Esquevin said he emailed a password and code to the Board to provide an opportunity to use E-Audiobooks on their personal computers as a trial basis. Trustee Cahill indicated that he had tried it and liked it very much, noting how easy it was to use. Director Esquevin explained that the site has 150,000 complete adult, teen, and children books (not abridged) on ten different formats and that the books can be downloaded or put on a CD. The cost to the Library would be approximately \$5,000-\$6,000 yearly. Trustee Keith suggested that the password and code for the E-Audiobooks site be offered to volunteers and the Teen Advisory Board for their feedback, and that this issue be placed on the January agenda.

VII NEW BUSINESS

VII-A Friends of the Library Representative Communication

Cynthia Aguirre was unable to attend the meeting; however, Director Esquevin noted that the Friends had a successful mini book sale and Open House, which made approximately \$2,000.

VII-B SAB Communication

Violet Wagener reported that she and Elizabeth Ingram received letters from the City Council indicating that their terms of service as Serra Representative and Alternate Representative have been extended through December 2008. Violet Wagener noted that the Serra Board will next meet in March.

VII-C Agenda Items and Schedule for Next Library Board of Trustees Meeting

The next meeting of the Library Board of Trustees is scheduled for January 9, 2007, at 3:00 p.m. in the Winn Room. All of the usual items should be included in the Agenda, as well as the Winn sandcasting, wireless access in the Library, electronic audio books, and lighting for the outside Library park area. Future meetings of the Library Board have been set for February 13, 2007, and March 13, 2007.

The Board meeting adjourned at 3:50 p.m.

Amy Smith Haines, President, Coronado Library Board of Trustees

Susan Ring Keith, Executive Secretary, Coronado Library Board of Trustees