

**MINUTES OF A REGULAR MEETING OF THE  
LIBRARY BOARD OF TRUSTEES  
CORONADO PUBLIC LIBRARY  
640 ORANGE AVENUE  
CORONADO, CA 92118  
January 9, 2007**

**I. CALL TO ORDER**

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

**ROLL CALL**

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

Absent: President Haines and Trustee Iverson

Also Present: Violet Wagner, SAB Representative

Christian Esquevin, Director of Library Services  
Anne Clifford, Principal Librarian  
Linda Sanders, Administrative Secretary

**II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Trustee Keith.

**III. APPROVAL OF MINUTES**

**A. December 12, 2006, Regular Meeting**

**Trustee Martin moved to approve the Minutes for the Regular Meeting of December 12, 2006. Trustee Cahill seconded the motion, and the motion was approved.**

**IV. CONSENT CALENDAR**

**Trustee Cahill moved to approve the Consent Calendar. Trustee Martin seconded the motion, and the motion was approved.**

**V. COMMUNICATIONS**

**V-A Oral Communications**

**V-A-1 Public Oral Communications**

None

**V-A-2 Library Board Members Oral Communications**

Trustee Cahill asked about and requested more information regarding the annual percentage change of an increase of 71% for the "Remote Catalog Access" usage by Library Patrons, as shown in the monthly statistics. Director Esquevin indicated he would provide that information at the next Board meeting.

**V-A-3 Library Director Oral Communications**

None.

**V-B Written Communications**

**VI. UNFINISHED BUSINESS**

**VI-A Could/Should List**

Director Esquevin explained the updated items that have been changed on the Could/Should List, which included the computer chairs and wireless Internet.

**VI-B Coffee Cart Service at the Library**

Director Esquevin said that the Coffee Cart Service RFP draft was virtually the same as the last version, except for the change in dates for the various deadlines, the date for the Pre-Proposal Meeting, etc. He also explained the RFP process and what can be expected during the Pre-Proposal Meeting. Director Esquevin suggested that a Board committee to recommend the concessionaire from the proposals submitted be formed at the next meeting.

**Trustee Martin moved to approve the final version of the Request for Proposal, dated February 1, 2007. Trustee Cahill seconded the motion, and the motion was approved.**

**VI-C-1 Electronic Audio Books Potential for New Service and Costs**

Director Esquevin said that he has received little direct feedback regarding the trial run of the E-book service, but that staff has some disappointments in the system, primarily in regard to the fact that it is not compatible with I-pods. However, he thinks it will be a popular service and anticipates I-pod

usage might eventually be available. Trustee Martin explained his experience with the trial program and Trustee Keith suggested that the Coronado Roundtable be given an opportunity to try the trial program. Director Esquevin indicated that he would provide an announcement and flyer about the trial program at the next Coronado Roundtable meeting. Director Esquevin further indicated that he thinks it would be a good service to launch when the new fiscal year begins during July 2007.

## **VII NEW BUSINESS**

### **VII-A Library Budget Request For FY 2007-2008 and FY 2008-2009 and City Budget Calendar**

Director Esquevin explained that he had nothing to present to the Board regarding the upcoming budget meetings which begin during February. Trustees Cahill and Martin are the Board Committee for reviewing and recommending the upcoming two-year budget to the Board.

### **VII-B Winn Sandcasting**

Director Esquevin told the Board that he and Scott Huth have discussed various locations at the Community Center to display the Winn Sandcasting. He further noted that Scott Huth has an idea for a location south of the Community Center in an area that would be enclosed in glass and that he would discuss it with the Public Art Subcommittee soon.

### **VII-C Outside Lighting in Park Area of Library**

Director Esquevin described the unsafe lighting conditions outside the north part of the Library during the evenings when the Library is open as Library patrons and staff come and go from the Library. He further explained that the area within and surrounding the Memorial Park enclosure is completely dark in the evening. After discussion on this issue, it was decided that Trustee Cahill would draft a letter from the Board to the City Council to address all aspects of the situation.

### **VII-D Wireless Access in Library**

Director Esquevin explained that the idea of wireless access in the Library has been on the Could/Should List for a long time and that now may be a good time to pursue it. He indicated that there are advantages to having wireless access for Library patrons, which would be a minimal expense to the Library. He estimated approximately \$1,660 for electrical and hardware costs. After discussion, it was decided that this item would be on next month's agenda.

**VII-E Proposed Change to Board Regulation 2, Appendix 1 “Schedule of Fines & Fees”**

Director Esquevin described the impact on staff and the financial transactions that are necessary in order to process a refund for a lost item that is paid for, but ultimately found and returned, and a refund is requested and issued. After a discussion, Director Esquevin recommended that such refunds be eliminated from Board Regulation 2, Appendix 1.

**Trustee Keith moved to approve the removal of refunds for lost items that are paid for and later found, and that all references to such a transaction be removed from Regulation 2, Appendix 1. Trustee Cahill seconded the motion, and the motion was approved.**

**VII-F Friends of the Library Representative Communication**

Cynthia Aguirre was unable to attend, but reported through Director Esquevin that the used book store continues to be successful and that planning begins for the annual Book Fair on January 9, 2007, at the Friends meeting.

**VII-G SAB Communication**

Violet Wagener reported that she enjoyed the San Diego State Library tour of the L. Frank Baum exhibit and is excited about it coming to Coronado in March. She also reported that she thoroughly enjoyed the meeting of the San Diego and Imperial Counties Children and Teen Library Committee as they made plans for the upcoming summer program.

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

The next meeting of the Library Board of Trustees is scheduled for February 13, 2007, at 3:00 p.m. in the Winn Room. All of the usual items should be included in the Agenda, as well as wireless access in the Library, electronic audio books, lighting for the outside Library park area, and the two-year budget.

The Board meeting adjourned at 3:45 p.m.

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

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James M. Cahill, Trustee, Coronado Library Board of Trustees