

**MINUTES OF THE REGULAR MEETING OF THE  
LIBRARY BOARD OF TRUSTEES  
CORONADO PUBLIC LIBRARY  
640 ORANGE AVENUE  
CORONADO, CA 92118  
January 11, 2011**

**I. CALL TO ORDER**

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

**ROLL CALL**

Present: President Cahill, Executive Secretary Franck, Trustee Zoll, and Trustee Bee

Absent: Mayor Tanaka  
Trustee Martin  
Elizabeth Ingram, SAB Representative

Also Present: Elizabeth Warren, SAB Alternate Representative  
Cynthia Aguirre, Friends of the Library Representative  
Christian Esquevin, Director of Library Services  
Linda Sanders, Administrative Secretary

**II PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by President Zoll.

**III APPROVAL OF MINUTES**

**III-A** Consideration of December Minutes was postponed to the February meeting.

**IV CONSENT CALENDAR**

Trustee Cahill asked why the latest version of the library statistics showed a reduction in library cards issued. Director Esquevin indicated that trends happen but are not indicative of anything in particular. He did explain, however, that the Library had expected to see a rise in library cards issued and library usage after the completion of the renovation and expansion of the library, which did happen; but he believes that we can expect to see a leveling-off or reduction in issuance of library cards and library usage since the point of saturation has likely been

met. Executive Secretary Franck noted that when the City of San Diego reduced library open hours, there was an increase of usage at the Coronado Library from individuals living in San Diego.

**Trustee Cahill moved to approve the Consent Calendar. Trustee Bee 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 explained that he recently was at a book store and it was really busy with people looking at and buying books. It made him feel encouraged that books are not on their way out of fashion as so many recent articles have made him feel. Director Esquevin agreed and said that he believes the Library will be in the “book business” for a long time to come. Executive Secretary commented on the interesting articles that KPBS published this month regarding e-books and how they pose a challenge for the nation’s libraries; and the article about the changing image of librarians. Trustee Cahill congratulated Director Esquevin on the excellent Naval Aviation exhibit.

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

Director Esquevin said that Governor Brown’s proposed state budget calls for the elimination of funds within the California budget that have supported public libraries within the state. He noted in particular the following funds: the PLF fund that all libraries receive (we have received approximately \$8,000 a year from that fund); and CLSA fund which provides funding to libraries for the cost of materials loaned to other libraries and supports SERRA (we receive approximately \$10,000-\$12,000 a year from that fund). He explained that the loss of this important funding will be a challenge for the library community within the state, but noted that the proposed library funding budget cuts do not happen until 2012 and that no impact will be felt during 2011.

In response to executive Secretary’s question asking if the Coronado Library will need to resort to user fees to survive, Director Esquevin said that he did not see that as a need at this point, but indicated that if all library funding is eliminated and libraries are to continue to offer the same services, there will likely be wide spread non-resident charges. His current concern was described as the

continued coordination and cooperation between libraries for programs, for example.

In response to Trustee Cahill's question if the topic of reduced funding from the state will be addressed in the strategic planning efforts, Director Esquevin said that the whole issue of adverse financial consequences would be addressed and considered in the goals and objectives as part of the strategic plan.

**V-A-4 Friends of the Library Representative Communication**

None

**V-A-5 SAB Representative Communication**

None

**V-B Written Communications**

None

**VI UNFINISHED BUSINESS**

**VI-A Strategic Planning**

Director Esquevin provided a recap of the strategic planning efforts to date. He explained that consultants Paula Singer and Gail Griffith will be interviewing the ten stakeholders, the names of which the Board reviewed at the last meeting. Executive Secretary Franck noted that she thought the Board would and should be interviewed in addition to the 10 stakeholders. Trustee Bee indicated that he would be out of the state during the proposed January interviews, but would like to be interviewed; Trustee Cahill indicated that he would be available during January for an interview.

Director Esquevin said that the questions will be half specific and half open-ended for the interviews. Trustee Bee commented that he hoped that no Steering Committee members would be included in the 10 stakeholder interviews because he would like the broadest participation in the community as possible. He also explained that the members of the Steering Committee were very vocal and are already having their opportunity with the consultants and their input is valuable.

Director Esquevin said that the consultants are finalizing the public survey and the staff survey, the draft of which both the Core Group and the Library Board has already received. He further indicated that there will be limited paper copies of the paper survey since it will be labor intensive for library staff to tabulate. Director Esquevin described the book marks that will be distributed by Circulation

Desk staff to inform patrons of the availability of the online public survey. Announcement of the public survey will also be on e-coronado and in the Coronado Eagle & Journal. Trustee Cahill questioned why a survey cannot be given to a patron when they check out materials at the Circulation Desk, but Director Esquevin indicated that in addition to it taking time for the Circulation staff to make the distribution of the surveys, there would be the additional number of surveys to tabulate. The discussion continued to include the fact that library staff are willing to assist patrons with the use of the computers to complete the public survey online. Director Esquevin believes that the method of distribution of the public survey will be a good sampling of the community.

Regarding the employee survey, Director Esquevin said that it parallels most of the questions from the public survey. President Zoll asked if the volunteers will be permitted to take the employee survey, but Director Esquevin indicated that he thought it would be more appropriate for volunteers to take the public survey, but he would check with the consultants. He noted that Executive Secretary Franck and Trustee Bee worked together in reviewing the survey questions. Trustee Bee liked the fact that the staff survey is online, but he questioned what the final questions were on the survey since he has not seen the final version after all of the tracking of changes were made. He also questioned whether there were 20 or less questions on the final staff survey version. Director Esquevin said that the final version of the staff survey is pending the approval of the Library Board, a copy of which he emailed them.

Trustee Bee noted that he found the three-page timeline to be very interesting and worth sending to all members of the Board and the Representatives to the Library Board meetings.

#### **VI-B Personnel Recruitment**

Director Esquevin reminded the Board about the retirement of the Senior Librarian and the pending recruitment for that position, which will follow the usual Civil Service process and will be advertised state-wide and will probably take about three months before an applicant is hired. He indicated that the job description for that position was revised and sent to the Civil Service Commission for their approval, and that the changes most closely reflects the actual job duties and responsibilities of the position.

Director Esquevin said that due to the fact that one of our employees had a stroke and will not be returning to her position, a recruitment will begin at some point.

#### **VI-C Status of Centennial of Naval Aviation (CONA) Planning**

Director Esquevin said that another meeting of the CONA planning group met the day before and then he described the latest activities of the planning for the

Centennial of Naval Aviation year-long activities, as well as the special open house at North Island and the flyover on the primary day of celebration, February 12. He noted that there will be bleacher seating available at North Island on a ticketed basis for sale, as well as seating on the Midway for the 1pm flyover viewing. It was discussed that it will be a busy day in Coronado, and Trustee Bee said that February 12 might be a good day for a book sale.

Director Esquevin explained the new exhibit at the Library to commemorate the Centennial of Naval Aviation which will cover the dates from 1911 to 1922, and that future exhibits at the library on Naval Aviation will be changed about every two months.

**VI-D Proposed Assisted Listening Devices**

In response to President Zoll's question as to why this agenda item was listed under unfinished business, Director Esquevin said that if the Board wanted to further discuss the issue, it can be done, but no action is necessary. President Zoll believes that the idea of assisted listening devices should be part of a broader issue, as discussed at the last meeting. Executive Secretary Franck believed that there was no need to reopen the issue, and Director Esquevin said that he would respond to Mrs. Weinhouse's letter and request.

**VII NEW BUSINESS**

**VII-A Long –Term Loan of Excess Library Book Shelves to the San Diego Air & Space Museum**

Director Esquevin explained that the idea of loaning library book shelves to the San Diego Air & Space Museum came about when he recently visited the museum and noticed the shabby shelving they were forced to use. Since the Library has excess book shelves in storage that are not expected to ever be utilized, Director Esquevin has spoken to the staff at City Hall regarding the issue of loaning that library property, and the issue will be considered at the City Council meeting of January 18, 2011. He explained that since public agencies are not permitted by law to simply give away property, property can be legally loaned.

President Zoll asked if maybe another group in Coronado could make use of the excess library book shelves, but Director Esquevin said that he had asked the Fire Department and they did not want them, but he had not asked the school district. It was decided that since there is no cost to the City to have the shelves moved to the San Diego Air & Space Museum, that the Board had no problem with the loan. Director Esquevin assured the Board that if the library ever required the shelves be returned, it would be done.

**VII-B Next Library Board Meeting Schedule: Tuesday, February 8, 2011, at 3pm, Winn Room**

The next regular meeting of the Library Board was scheduled for Tuesday, February 8, 2011, at 3pm in the Winn Room, pending the availability of sufficient numbers of Board member to make a quorum.

**VIII ADJOURNMENT**

**Trustee Cahill moved to adjourn the meeting. Trustee Bee seconded the motion, and the motion was approved.**

The Special Library Board meeting adjourned at 4:10 p.m.

*Approved and signed – original document in City Clerk's office*

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Sally Ann Zoll, President, Coronado Library Board of Trustees

*Approved and signed – original document in City Clerk's office*

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Robin Franck, Executive Secretary, Coronado Library Board of Trustees