

**MINUTES OF THE REGULAR MEETING OF THE  
LIBRARY BOARD OF TRUSTEES  
CORONADO PUBLIC LIBRARY  
640 ORANGE AVENUE  
CORONADO, CA 92118  
March 13, 2012**

**I. CALL TO ORDER**

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

**ROLL CALL**

Present: President Franck, Executive Secretary Zoll, Trustee Warren, and Trustee Brown.

Absent: Trustee Martin  
Mayor Tanaka

Also Present: Councilmember Barbara Denny  
Sharon Sherman, FOL Representative  
Roger Clapp, Friends of the Library  
Kathleen Petryshyn, member of the community  
Vy Tu, Head of Technical Services  
Anne Clifford, Head of Adult Services  
Ellenjoy Weber, Head of Children's Services  
Cheryl Grove, Head of Circulation  
Phyllis Belter, Head of Automation/Volunteers  
Christian Esquevin, Director of Library Services  
Linda Sanders, Administrative Secretary

**II PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by President Franck.

**III APPROVAL OF MINUTES**

**III-A February 14, 2012**

Executive Secretary Zoll moved to approve the Minutes of the Regular Meeting of February 14, 2012. Trustee Brown seconded the motion, and the motion was approved.

**IV CONSENT CALENDAR**

Trustee Warren moved to approve the Consent Calendar. Executive Secretary Zoll 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**

None

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

Director Esquevin informed the Board that last Friday night, March 9 that there was a popular St. Patrick's Day program, an Irish Evening of Dance & Music, which was sponsored by the Friends of the Library. He also told the Board that Friday night March 16 at 7pm in the Winn Room the local film maker Tony Perri would be presenting the documentary movie *Serotonin Rising*, which has scenes of Coronado.

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

Director Esquevin introduced Roger Clapp who is a past President of the Friends of the Library and has served for the past twelve years as the organizer and coordinator of the annual book fair.

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

None

**V-A-6 City Council Representative Communication**

None

**V-B Written Communications**

None

**VI UNFINISHED BUSINESS**

**VI-A City and Library 2012-2013 Fiscal Year Budget Update**

Director Esquevin explained that the City provided a very short deadline for the submission of the respective department budget requests for the upcoming new fiscal year and that the Library has already submitted its requests and backup information. He further noted that he met with Trustee Brown to orientate her on the budget process and that she reviewed the Library's proposed budget requests.

There was a brief discussion on the budgeted items and Director Esquevin said that salaries and benefits are determined at a later time in the event there is a cost-of-living increase. A few items were specifically discussed from the budget, including the fact that the departments are being allowed a 2% increase in services and supplies.

In response to Trustee Warren's question asking if there is a huge gap in the ILL funding, Director Esquevin said that there is not since the Library pays through the OCLC system. He further noted that the Friends of the Library have provided funding for eBooks and online subscriptions.

There was a question from Executive Secretary Zoll as to step "X" for one of the two Librarian II positions. Director Esquevin indicated that he would provide that information to the Board at a later time.

Trustee Brown said that she took a close look at the proposed Library budget and was both grateful for that opportunity and wanted to thank the Friends of the Library for their donations and for the financial assistance with programs.

In response to a suggestion that perhaps the Library could begin a fundraising program to increase donations, Director Esquevin said that he did not think that would be necessary unless we had a specific project in mind. He mentioned the targeted fundraising that was done during the expansion and renovation project of 2005. The idea of fundraising was discussed and Trustee Warren suggested that putting something on the Library's website which would indicate that donations are welcome was an idea that Director Esquevin liked.

**Executive Secretary Zoll moved to approve the Library's proposed budget for fiscal year 2012-2013. Trustee Brown seconded the motion, and the motion was approved.**

## **VI-B Strategic Plan Update**

Director Esquevin said that the section supervisors at the Library have been going through the process of fulfilling the action strategies that are part of the Strategic Plan and that this is the first of the three year implementation cycle. Each of the section supervisors briefly explained the strategies of their respective areas.

Anne Clifford, head of adult services and programs, explained that the new Adult Summer Reading Program will be in its first year. She described the possible incentives that may be used to encourage participation. She also discussed the new Book and Film Club that will soon begin, as well as the eBook collection that now has 1,300 titles and more coming. Mrs. Clifford explained that the Library will be providing \$6,000 to that collection to increase the available titles for our Library users and it will be part of the "Advantage Plan." She said that there is ongoing education so that pertinent staff are trained through webinars.

Ellenjoy Weber, head of children services, said she has increased the resources available to promote reading and knowledge among our youth such as flyers, an online encyclopedia available within the Library, a series of reading lists with a "print on demand" feature, an online newsletter, Spanish story hours, the new tween program, and the teen program. She also explained that we have two new study carrels in the Teen Library and a Wednesday craft program that is well attended.

Cheryl Grove, head of circulation, said that her area has a 90% customer service satisfaction rate, which is impressive, but explained that it can be improved. She also noted that email notices are now being sent, that hold notices can be done manually, and that electronic payment options are being considered. Mrs. Grove has been directly involved with the recognition program that recognizes non-benefitted part time staff and that five employees with 15 years of service or more have already received recognition.

Phyllis Belter, head of automation and volunteers, explained that her role has been to primarily support the work of the other sections, such as the e-notices for circulation. She also noted that there will be an important upgrade to the computer library system through Innovative Interfaces, Inc.

Vy Tu, head of technical services, was introduced as a new member of the staff who joins us as a former branch manager in the San Diego Public Library system for 17 years, and said she was thankful to be part of the staff.

In response to Trustee Brown's question as to who is doing the photo atlas project, Director Esquevin said that it is a separate project and is being worked on in its early stages.

Director Esquevin said that he would have a written report available for the Board to summarize the information presented at the meeting today. President Franck indicated that she was very happy to have these Strategic Plan “checkups” and appreciated the time that the staff made to attend today’s meeting.

## **VII NEW BUSINESS**

### **VII-A Winn Room Piano Use for Student Recitals**

Sharon Sherman opened the discussion with comments on two issues. First, she described the Friends of the Library as a non-profit 501(c) 3 corporation with the purpose of benefiting the Library. She said that the Friends have 650 members, that they accept tax deductible donations, and that they operate the book fair as a fundraising event, as well as other ways they raise funds to support the Coronado Public Library. The second was to explain that the Steinway piano that was donated to the Library was completely funded by the Friends of the Library, and since the Friends are a non-profit corporation, the law prohibits them from using their assets for private gain. She explained that the use of the piano by teachers for piano lessons or piano recitals would be considered uses for “private gain” and thus not allowed under the Friends of the Library’s non-profit status. Ms. Sherman added that the Friends of the Library do not want to jeopardize their non-profit status because without that non-profit status, the Friends of the Library would not be able to exist.

Ms. Sherman said that it is not the intent of the Friends of the Library to have a harsh position regarding the use of the Steinway piano that was donated to the Library. Instead, she said, they are simply trying to abide by the laws governing non-profit organizations.

Trustee Warren said she was “playing the devil’s advocate” by asking Ms. Sherman how the Friends would account for funding the Judy Carmichael concerts since the Judy Carmichael concerts are a for-profit business? Ms. Sherman responded by saying that the purpose of the Judy Carmichael concerts are for a public benefit, not a private benefit as is the case of private music teachers hosting recitals for their students.

Subsequent discussion focused on the types of gifts the Friends give to the Library as well as the types of gifts the Library receives from other groups. It was mentioned that some of the performers who had presented concerts at the Library did not like the sound of the previous Winn Room piano and that receiving the Steinway concert piano was a welcome addition.

Executive Secretary Zoll addressed Kathleen Petryshyn and indicated that she has seen her in action and appreciates her talent, but is confused as to why this issue has been placed on the agenda. Executive Secretary Zoll said that a year

ago the Board considered the issue of student piano recitals and a clear decision was made at that time. She further indicated that she is a CEO of a non-profit organization and knows that the laws governing them are so strict that an organization's tax exempt status can be terminated if they break the rules.

Executive Secretary Zoll said that the gift of the Winn Room piano to the Library was a restricted donation and the Library accepted that donation with the stipulations that came with it. She further indicated that the Library Board has thoughtfully debated this issue and it was not an emotional or irrational decision.

Kathleen Petryshyn read aloud her letter to the Coronado Library Board of Trustees dated March 13, 2012 (a copy of which was distributed at the meeting and is incorporated into these minutes and will be added to the agenda packet for the March 13, 2012 Library Board meeting). She also referenced a letter to the Friends of the Coronado Library dated March 8, 2012 from JoAnn Geary (a copy of which was distributed at the meeting and will be added to the agenda packet for the March 13, 2012 Library Board meeting). Lastly, Ms. Petryshyn read aloud her written comments in response to the Library Board of Trustees Minutes of February 14, 2011, agenda item No. VII-B, Proposed Winn Room Piano Usage (a copy of which was distributed at the meeting and is incorporated into these minutes and will be added to the agenda packets for the March 13, 2012 Library Board meeting).

Ms. Petryshyn explained that on page 3 of her written comments in response to the minutes of February 13, 2011, the information regarding her belief and understanding from an attorney, a CPA, and the IRS that the legal concerns regarding the Winn Room piano are not valid.

Ms. Sherman said that it is how the piano is to be used by music teachers for piano recitals that is at issue here, not the use of the piano for a public performance such as a Mainly Mozart concert. She then provided the analogy of the Friends of the Library purchasing a truck and indicated that the truck could not be loaned out, but would have to be used strictly by the Friends of the Library. Ms. Sherman said that the Friends of the Library are not part of the City of Coronado and would therefore not rely upon the City Attorney for a determination of what is legal for them. Executive Secretary Zoll added that a restricted donation is restricted in its use.

Ms. Petryshyn explained that she does not see how the restriction of that donation applies to children playing piano in a recital that is open to the public, including their families, friends, etc.

Director Esquevin said that if a non-profit organization wanted to use the Winn Room piano that it might be considered an allowable use, but the piano player would have to have bona fide experience. He further noted that the Library has to manage the use of the piano and make a distinction as to what is a public

benefit and what is not. Director Esquevin explained that most other libraries charge for the use of their pianos in a public meeting room.

A number of ideas were proposed to help Ms. Petryshyn find another venue for her piano recitals. Both the idea of using the Library's Ruby Room and a room at the City Community Center were discussed. Ms. Petryshyn suggested that there be a second piano in the Winn Room that would be available for children to use for a recital. Director Esquevin suggested that keyboards might be an alternative to a regular piano for recitals. Trustee Warren indicated that she had spoken to the appropriate staff about the possibility of allowing student recitals at the Community Playhouse and was told that would be a permissible use.

In response to Ms. Petryshyn's comment that she wants more opportunities for children at the Coronado Library, it was learned that Ms. Petryshyn was not receiving the Children's Library online newsletter so it was suggested that she subscribe to it so she would learn about all the opportunities that are already available to children at the Coronado Library. Ms. Petryshyn was agreeable to becoming a subscriber and was happy to hear about the prospect of having recitals at the Community Playhouse. She thanked Trustee Warren for that information.

City Council Member Denny asked Ms. Petryshyn if she might be willing to go back to her eCoronado blog and update the community on the solution that has been found for piano recitals at the Community Playhouse to bring the issue full circle. President Franck was gratified that a possible solution was found; however, Ms. Petryshyn said that she was unsure if she felt totally satisfied and resolved with all of the issues regarding the use of the Winn Room piano.

**VII-B Request for Library Trustee to Serve on the Senior Center Project Committee**

Director Esquevin described the Senior Center as an unimproved building adjacent to the Library that is in serious need of an expansion and renovation. Under the auspices of the Recreation Department, an architect has been hired to design a new building. A representative from the Library Board has been asked to serve on the planning committee for this project and Trustee Warren volunteered to serve.

**VII-C Status of Coffee Cart Concession**

Director Esquevin explained that the coffee cart concessionaire has not been able to pay her rent to the City for several months due to a low profit margin for the coffee cart, as well as personal issues. He said that although the concessionaire has wanted to make payments to the City, she has been unable to do so. Director Esquevin informed the Board that the City Council will be considering an option of taking a lien on the cart itself, which is agreeable to the

concessionaire. He noted that a new agreement would be developed which would provide for the City assuming ownership of the coffee cart in lieu of monthly payments. Director Esquevin said that the coffee cart is appraised at \$7,500 and that currently the concessionaire is \$3,000 in arrears. He indicated that there was no need for the Library Board to take action on this issue since it will be up to the City Council.

**VII-D Upcoming Library Board Meeting Schedule: Tuesday, April 10, 2012 and Tuesday, May 8, 2012 at 3pm in the Winn Room**

The next regular meetings of the Library Board were scheduled for Tuesday, April 10, 2012 and May 8, 2012, at 3pm in the Winn Room.

**VIII ADJOURNMENT**

**Trustee Warren moved to adjourn the meeting. Trustee Brown seconded the motion, and the motion was approved.**

The Library Board meeting adjourned at 4:23 p.m.

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

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Robin Franck, President, Coronado Library Board of Trustees

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

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Sally Ann Zoll, Executive Secretary, Coronado Library Board of Trustees