

MINUTES  
LIBRARY BOARD  
Regular Meeting  
April 13, 2006

A. ROLL CALL

At 4:35 p.m., the regular meeting of the Library Board of the Oxnard Public Library convened in the Madeline Miedema Room (Meeting Room A), Oxnard Public Library, 251 South A Street, Oxnard. Board members Lorraine Chaparro, Jean Gentry, Yvette Ossinalde, and Lou Tejada were present. Board member Norma Van Riper was absent. Staff members present were Sofia Kimsey, Library Services Supervisor; Barbara Murray, Library Director; and May Roque, Recording Secretary. Guest was Natalia Russell, 1935 Oneida Place, Oxnard, CA 93030. Chairperson Chaparro presided and called the meeting to order.

B. APPROVAL OF MINUTES

Approval of the minutes from the regular meeting of March 9, 2006:  
Board member Ossinalde moved to approve the minutes. Board member Gentry seconded, and the motion carried unanimously with Board member Van Riper absent.

C. PUBLIC COMMENTS

None.

D. NEW BUSINESS

None.

E. OLD BUSINESS

1. Oxnard Friends of the Library activities (Gift Shop sales, book sales, trips):

Board member Ossinalde reported the following:

- For March 2006, Gift Shop sales were \$1,539.04, book sales were \$2,681.95, and the special book sale was \$885.35, for a total of \$3,567.30.

- There is a “Music & More” sale on May 18.
- On March 28, 2006, the Friends presented the library with a \$50,000 check.
- Trips scheduled:
  - April 19 – Hollyhock House
  - May 19 – Lake Casitas
  - August 3 – Matinee performance for “Little Women”
  - October – “Catch Me If You Can”

Board member Ossinalde spoke more about the trips and the income they generate. She also reported that at the Friends’ Executive Board meeting on April 10, the attorney who was formerly associated with the Library Foundation recommended that the Foundation give money directly to the library instead of the Friends taking over directorship of the Foundation. Per Board member Ossinalde, according to the attorney, the Foundation needs to show its financial statement for 2005.

2. Report on meetings/seminars/training for library staff:

Library Services Supervisor Kimsey reported on the librarians’ retreat on March 3, 2006. She indicated that staff wanted to get a bigger picture of libraries for the future. According to Supervisor Kimsey:

- The facilitator was Joan Frye Williams who had spoken on the future of libraries.
- Joan was very down-to-earth and good with working with librarians to come up with ideas.
- The librarians came out energized.
- One of the ideas the group came up with was the librarian as a professional. In this scenario, the patron makes an appointment with the librarian with a particular specialty if the patron had an extensive question.
- The retreat was really worthwhile.

Board member Ossinalde asked if there was “one idea” that staff wanted to implement after the retreat. Supervisor Kimsey indicated that Kay Driscoll, Librarian II, and Ann-Margaret Webb, Literacy

Coordinator, came up with “staff picks,” a bibliography of what staff reads.

The Library Director mentioned another idea from the retreat: elimination of the reference desk. Supervisor Kimsey mentioned having a service desk to direct patrons to the right area instead.

3. Library expenditure report for March 2006:  
The Board asked about the flip-top tables. The Recording Secretary explained their purchase and the purchase of ergonomic mats.
4. Statistical report for March 2006:  
Board member Ossinalde asked about the history of passport acceptance services. The Library Director explained that only permanent staff is allowed to accept applications and that the Library Foundation gets \$10 less staff time for the passport pictures. According to the Library Director, the Library Foundation mentioned donating to the library the camera used to take passport pictures.
5. Budget report for February 2006:  
Board member Ossinalde asked about funds that can be carried over. The Recording Secretary responded that general funds cannot be carried over like donations and capital outlay accounts.
6. Library Director’s reports:
  - a. Update on South Oxnard Branch Library project, 4300 Saviers Road, Oxnard 93033
    - 1) Construction – The Library Director reported that staff hired consultant Bill Hall, a scheduler, through a contractor, to get the project on task. She indicated that the original completion date was April 12, 2006, it was revised to July 15, the construction company now said it would be September 16. She told the Board that staff changed the grand opening date to November 18, between 10:00 a.m. and 12:00 p.m., with a soft opening on September 1 or 15, 2006. She indicated that library staff is making plans for the opening.

She added that the construction company was working on the roof, the Division of the State Architect (DSA) approved all the plans except for the elevator, Southern California Edison would underground the utilities, and the Water Division would install and maintain the landscape.

- 2) Fundraising – Board member Tejeda asked where staff was with fundraising. According to the Library Director, we are up to \$300,000.
- b. Upcoming library programs – No report.
- c. Issues
- 1) Personnel – According to the Library Director, we have one staff on extended medical leave, we were granted one position for South Oxnard, staff would be recruiting for Librarian II Jo Ann Van Reenan’s replacement, and Librarian I Amy Castor resigned April 10.
  - 2) Patrons – The Library Director indicated that the library continues to have interesting patrons:
    - Police were called three times on Monday, April 10.
    - Other problems:
      - Computers
      - Patrons smoking marijuana, were intoxicated, who antagonized staff at the Colonia Library.

She also reported that two patrons who were asked to meet with her did not show up.

Board member Ossinalde asked what staff does with children who are unaccompanied by family members, to which the Library Director responded that there was nothing staff could do except take the children to the Police Station after closing.

Board effectiveness training by Jane B. Jones on one of the following Saturdays in 2006:

- June 24
- July 29

The Board chose June 24, 2006, from 10:00 a.m. to 1:00 p.m. in Meeting Room B. The Recording Secretary would ask absent Board member Van Riper if she would be able to attend the June 24 training date.

G. ADJOURNMENT

At 6:02 p.m., Board member Tejeda moved to adjourn. Board member Ossinalde seconded, and the motion carried unanimously with Board member Van Riper absent.

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May Roque, Recording Secretary

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Lorraine Chaparro, Chairperson