

MINUTES  
LIBRARY BOARD  
Regular Meeting  
March 9, 2006

A. ROLL CALL

At 4:40 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 Norma Van Riper were present. Board member Lou Tejada was absent. Staff members present were Barbara Murray, Library Director, and May Roque, Recording Secretary. Chairperson Chaparro presided and called the meeting to order.

B. APPROVAL OF MINUTES

SUBJECT: Approval of the minutes from the regular meeting of February 9, 2006

RECOMMENDATION: Approve

ACTION: Board member Van Riper moved to approve the minutes. Board member Gentry seconded, and the motion carried unanimously with Board member Tejada absent.

C. PUBLIC COMMENTS

None.

D. NEW BUSINESS

None.

E. OLD BUSINESS

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

DISCUSSION: Board member Ossinalde reported that at the next Friends Board meeting in March, the Friends would donate \$35,000

plus another \$16,000 profit from trips accumulated over the years. She also reported the following:

- There would be a book sale on March 18.
- The Friends are losing the Gift Shop Manager.
- It is a challenge to find volunteers for the Gift Shop.
- Membership increased to 350 people.
- Felicity Harper would help with the Gift Shop until the new manager comes on board.
- Deedee Smith, outgoing Gift Shop Manager, and Board member Ossinalde went to the Gift Show.
- Trips are scheduled to the Getty Villa in Malibu on Sat., 11, to the Hollyhock House in April, to the Hollywood Bowl, and to a play in December.
- The Friends' general meeting would be held on March 25 with a historian on Oxnard Airport as the featured speaker.

Board member Ossinalde praised trip coordinator Pat Camp for her efforts in arranging trips.

She also reported on the following Gift Shop and book sales for the month of February 2006:

- \$1,045.14 – Gift Shop merchandise sales
- \$2,115.71 – Gift Shop donated book sale
- \$1,892.24 – Special book sale

At 4:58 p.m., Board member Tejeda was present.

2. SUBJECT: Report on meetings/seminars/training for library staff  
DISCUSSION: The Library Director told the Board of the last-minute City of Commerce interview where Robin Middleton, Library Branch Services Supervisor, served on the interview panel to hire a librarian. She also reported on the librarians' retreat the previous Friday, March 3, 2006, with consultant Joan Frye Williams, and indicated that she would invite Sofia Kimsey, Library Information-Reference Supervisor, and other librarians to give a report on the workshop. She reported that a result of the librarians' workshop is the

suggestion that the reference desk at the new South Oxnard Branch Library be revised; instead of having a librarian behind the desk, there would be roving librarians. She is investigating head phones for all staff and having hand-held computers containing the collection database at the South Oxnard Branch Library for the roving librarians.

With regards to other trips, the Library Director reported that the Los Angeles Public Library is sending 30 librarians to the Public Library Association conference in Boston, Massachusetts; the Oxnard Public Library is sending two. She mentioned Kristina Wroten, Young Adult Librarian, attending a meeting, and two librarians attended a designing library programs workshop. She added that Jo Ann Van Reenan, Librarian II, is retiring in June 2006.

3. SUBJECT: Library expenditure report for February 2006  
DISCUSSION: Board member Van Riper asked about Construction Forensics, to which the Library Director responded that the company is a waterproofing specialist.
4. SUBJECT: Statistical report for February 2006  
DISCUSSION: None.
5. SUBJECT: Budget report for January 2006  
DISCUSSION: The Library Director gave new Board member Ossinalde an overview of the budget report.
6. SUBJECT: Library Director's reports
  - a. Update on South Oxnard Branch Library project, 4300 Saviers Road, Oxnard 93033 –
    - 1) Construction – The Library Director reported that the Water Division of the City would pay for and maintain the landscaping. She indicated that staff is still planning for the grand opening at the end of September 2006, either last or second to the last Saturday in September. She added that staff wanted to move in by July 15, 2006; the original contract indicated that the project would be completed on April 12, 2006. She reported that staff

ordered new books for the collection and that staff is placing an order for shelves that week as it takes 120 days for order fulfillment. She reported:

- meeting with the locks and key person
  - the stairs are in
  - some DSA (Division of the State Architect) approvals are in
  - meeting with a scheduler
  - the roof is still not on
- 2) Fundraising – According to the Library Director, staff is trying to find a restaurant the month of March; we may be doing Pirates Grub & Grog.
- b. Upcoming library programs – The Library Director reported on upcoming programs: program on local ghosts, Earth Day craft for children, and a magic show in May.

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F. SUBCOMMITTEE REPORTS/LIBRARY BOARD BUSINESS

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G. ADJOURNMENT

At 6:00 p.m., Board member Gentry moved to adjourn. Board member Ossinalde seconded, and the motion carried unanimously.

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May Roque, Recording Secretary

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Lorraine Chaparro, Chairperson