

MINUTES  
LIBRARY BOARD  
Regular Meeting  
January 12, 2006

A. ROLL CALL

At 4:53 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 Jean Gentry, Lou Tejada, and Norma Van Riper were present. Board members Lorraine Chaparro and Hedda Markham were absent. Staff members present were Barbara Murray, Library Director, and May Roque, Recording Secretary. Acting Chairperson Van Riper presided and called the meeting to order.

B. APPROVAL OF MINUTES

SUBJECT: Approval of the minutes from the regular meeting of December 8, 2005

RECOMMENDATION: Approve

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

C. PUBLIC COMMENTS

None.

D. NEW BUSINESS

1. SUBJECT: Resignation of Board member Hedda Markham effective February 2006

RECOMMENDATION: Receive for information

DISCUSSION: The Board discussed the fact that Board member Markham is moving to Oregon.

2. SUBJECT: Election of officers

RECOMMENDATION: Elect a Chairperson and Vice Chairperson for 2006

ACTION: The Board suggested deferring elections until the February 2006 meeting.

3. SUBJECT: FY 2005-06 midyear budget Service Level Options  
RECOMMENDATION: Consider the report  
DISCUSSION: The Library Director explained the two one-time and five ongoing Midyear Service Level Options (plus one for a Management Analyst position) submitted before the City's budget team for consideration.
  
4. SUBJECT: California Association of Library Trustees and Commissioners (CALTAC) workshop in Burbank on Saturday, March 11, 2006, 9:00 a.m.-1:00 p.m.  
RECOMMENDATION: Ask which Library Board members would like to attend the CALTAC workshop on March 11  
DISCUSSION: The Board deferred discussion until the February 2006 meeting.

E. OLD BUSINESS

1. SUBJECT: Oxnard Friends of the Library activities (Gift Shop sales, book sales, trips)  
RECOMMENDATION: Consider the report  
DISCUSSION: Board member Van Riper reported the following Gift Shop revenues for 2005:
  - \$18,311.80 in taxable sales
  - \$29,916.70 in donated book sales
  - \$1,000 in candy sales
  - \$30,983.06 in non-taxable sales
  - \$49,294.86 in total sales for 2005She added that the Oxnard Friends of the Library have almost \$47,000 in the bank and that toys and art items are selling well.
  
2. SUBJECT: Report on meetings/seminars/training for library staff  
RECOMMENDATION: Consider the report

DISCUSSION: The Library Director reported that Literacy Coordinator Ann-Margaret Webb continues to do great things, that two librarians attended the Hispanic Chamber of Commerce meeting, and that Colonia Branch Librarian Pamela Wood attended the “Best Children’s Books of the Decade” workshop. The Library Director also reported on telephone meetings and site meetings she held with Metropolitan Cooperative Library System (MCLS) members. She mentioned speaking to State Librarian Susan Hildreth about the direction of MCLS.

3. SUBJECT: Library expenditure report for December 2005  
RECOMMENDATION: Consider the report  
DISCUSSION: The Library Director reported that staff has purchased 50% of materials for the opening day collection for the South Oxnard Branch Library. Board member Tejada asked about the \$21,000 payment to the architect and if that was a regular cost. The Library Director replied that it was.
4. SUBJECT: Statistical report for December 2005  
RECOMMENDATION: Consider the report  
DISCUSSION: Board member Gentry commented that circulation is down in all branches.
5. SUBJECT: Budget report for November 2005  
RECOMMENDATION: Consider the report  
DISCUSSION: Board member Van Riper asked if workers’ compensation costs are unusually high. The Library Director explained the workers’ compensation cost for the City.
6. SUBJECT: Library Director’s reports  
RECOMMENDATION: Consider the reports
  - a. Update on South Oxnard Branch Library project, 4300 Saviers Road, Oxnard 93033 –
    - 1) Construction – The Library Director reported that all the steel was up and that staff anticipates receiving keys to the building on July 12, 2006. She added that we would have a soft opening as soon as staff is ready. The Library

Director again praised Ralph Alamillo, Construction Project Manager for Public Works, and his tremendous contribution to the project.

- 2) Fundraising – According to the Library Director, we’re going to have another restaurant fundraiser at BJ’s on January 24 and at Yolanda’s in February. She mentioned El Torito Restaurant where Fresh Choice used to be as another possibility for a restaurant fundraiser. The Library Director added that we’re just shy of \$300,000 in our fundraising efforts.

- b. Upcoming library programs – The Library Director mentioned a program with Stan Wells.

---

F. SUBCOMMITTEE REPORTS/LIBRARY BOARD BUSINESS

SUBJECT: Board effectiveness training

RECOMMENDATION: Postpone the Board effectiveness training tentatively scheduled for Saturday, February 25, 2006, until a new Library Board member has been appointed to replace Board member Markham

ACTION: The Board agreed with the recommendation.

---

G. ADJOURNMENT

At 6:02 p.m., Board member Gentry moved to adjourn. Board member Tejada seconded, and the motion carried unanimously with Board members Chaparro and Markham absent.

---

May Roque, Recording Secretary

---

Norma Van Riper, Acting  
Chairperson