

CITY OF RANCHO CUCAMONGA  
LIBRARY BOARD OF TRUSTEES

**A. CALL TO ORDER**

The regular meeting of the Library Board of Trustees was held on Thursday, September 1, 2016, in the Council Chambers at City Hall, located at 10500 Civic Center Drive, Rancho Cucamonga, California. The meeting was called to order at 6:00 p.m. by President DeVries. Present were Members Hairston, Temkin and Tompkins. Member Coberly arrived late (6:05 p.m.).

Also present were: Michelle Perera, Library Director, Brian Sternberg, Assistant Library Director, Cara Vera, Library Services Manager, Angelica Trummell, Children's Services Supervisor, Margaret Hatanaka, Adult Services Supervisor, Wess Garcia, Programming Coordinator, Dianna Lee, Fund Development Coordinator and Carol Durkel, Library Technician.

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**B. PUBLIC COMMUNICATIONS**

There were none.

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**C. CONSENT CALENDAR**

C1. President DeVries thanked former President Janet Temkin for her years of service as Library Board President and presented her with an engraved gavel.

C2. Consideration to approve Minutes of: August 4, 2016.

MOTION: Moved by Member Hairston, seconded by Member Temkin. Motion carried 4-0-1 (with Coberly absent; arrived later).

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**D. LIBRARY DIRECTOR'S STAFF REPORTS**

D1. Consideration and discussion regarding the Library Status Report. The oral reports will be presented by staff.

- a. Consideration and discussion regarding general announcements. The oral report will be presented by Michelle Perera, Library Director

- Library Director Perera introduced new staff Library Fund Development Coordinator, Dianna Lee who will be helping with the Capital Fund Campaign for the second floor. Her position is the first shared position in the City; she will also be working for the Community Services Department. Dianna said a few words of introduction.
  - Library Director Perera presented an oral report to the Members on the 10<sup>th</sup> Anniversary event which took place on August 20 at Victoria Gardens. It's been a great 10 years and we're looking forward to the next 10 years.
  - Last Friday was the retirement party for Assistant City Manager, Linda Daniels. It was a great event which was a fundraiser for the Library with about 200 attendees.
  - At the Archibald Library last Tuesday, an Eagle Scout final project for a Flag Depository for retired, old, worn flags was installed and put into operation. It is located just outside the Archibald Library on one of the columns, it has received amazing response on social media as well as been used by the public.
- b. Consideration and discussion regarding a review of Library statistics. The oral report will be presented by Cara Vera, Library Services Manager.

Cara noted the changes to the Virtual Library stats with more specific details. Passport statistics were added showing how many calls and applications were processed.

D2. Consideration and discussion regarding Library Budget Report. The report will be presented by Michelle Perera, Library Director.

Library Director Perera reviewed the budget starting with page 19 with the Board. She noted a section on page 26 for Exhibit Operations for the Second Floor Budget.

D3. Consideration and discussion regarding Biane Library Second Floor Project. The report will be presented by Brian Sternberg, Assistant Library Director.

Brian Sternberg updated the Board on the second floor completion since the last joint meeting on August 23<sup>rd</sup> saying flooring and bathrooms were being installed and asked if there were any questions. President DeVries asked about the elevator installation. Assistant Director Sternberg responded saying it was being built off site, shipped and installed in mid-September.

D4. Consideration and discussion regarding Children's Services. The oral report will be presented by Angelica Trummell, Children's Services Supervisor.

Angelica Trummell, Children's Services Supervisor, presented an oral report on the Back to Basics Tutoring program which will begin the week of September 19<sup>th</sup>. The quarterly Play and Learn Time Workshops took place where we bring a variety of community resource professionals to work with families; we had specialists on nature/outdoor play and early intervention, and we also had the City's Family Resource Center to come and highlight what they offer.

D5. Consideration and discussion regarding Adult Services. The oral report will be presented by Margaret Hatanaka, Adult Services Supervisor.

Margaret Hatanaka, Adult Services Supervisor, previewed upcoming programs such as the Teen Banned Books program, the Reader's Circle Bookclub, the Maloof Centennial Celebration on October 8<sup>th</sup> coinciding with a community read of the book "36 Views of a Master Woodworker."

D6. Consideration and discussion regarding Library Programming. Oral report by Wess Garcia, Programming Coordinator.

Wess Garcia, Programming Coordinator, highlighted the upcoming Hispanic Heritage Night on September 23<sup>rd</sup>. There will be a Cuban Jazz band, a storyteller, a genealogy course, crafts, games.

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### **E. BOARD BUSINESS**

E1. Consideration and discussion regarding Board announcements. (Comments to be limited to three (3) minutes per Board Member.)

E2. Library Director Perera asked the Board for comments or feedback on the Joint Meeting with the City Council and Library Foundation. Members voiced their positive response to the meeting asking if it was possible to have it more often. Member Hairston noted the newspaper article about the meeting and commended Director Perera on her excellent presentation. Member Coberly voiced he missed getting input from City Manager, John Gillison. Director Perera said she had invited the City Manager to come to a future board meeting in January. Member Temkin gave her regrets on not attending the Joint meeting due to a conflicting back-to-school-night.

E3. Consideration and discussion regarding "Serving with a Purpose" Conference. Oral report by Member Coberly and Hairston.

- Member Hairston spoke of how great the event was focusing on Recruitment, Retention and Recognition. She praised the speaker on her knowledge of the subject matter. Her biggest take away from the event was the word Legacy as it pertains to what she as a Board Member can do, to improve her legacy of trying to do better. She noted the book "The ABC's of Building Better Boards" written by Jean Block, the presenter.
- Member Coberly spoke of the pros and cons of sitting together. From his past experience, he suggested attendees be split up in order to network and share successes, ideas, concerns and failures with other Libraries. He thought in being forced to mingle with others, we are better able to represent the Rancho Cucamonga Library, which is seen as one of the top Libraries. Getting people together from all different cities is a great idea and time well spent. Member Coberly thought the break-out sessions needed to be a little longer or more controlled in order to facilitate the discussions and analyze the results.

- Member Tompkins mentioned when she attended last year, she was the only one from Rancho in a table with Santa Clarita and L.A. County Library, Friends and others. She agreed the break-out sessions needed to have moderators who could help engage participants.

E4. Consideration and discussion regarding attendance of the 2016 California Library Association Conference in Sacramento in November.

Library Director Michelle Perera led the discussion citing the need to make a decision on who will attend at tonight's meeting rather than by emails. She highlighted some of the sessions she recommended and said she had budgeted for two (2) people; however, if more wanted to attend she would find the funds. Member Hairston had already expressed interest in attending some sessions, Member Coberly said he was interested in attending and Board President DeVries said she could attend if there were funds available.

E5. Discussion regarding global trends as it may affect our Strategic Services Plan. Oral report by Michelle Perera, Library Director.

Meeting was moved to the De Anza Room at 6:45 p.m. for the presentation and discussion.

- Director Perera explained that the Strategic Services Plan (SSP) was the roadmap for what the Library will be accomplishing as well as looking forward to where we are going, it's a means of identifying goals. She wanted the Board to get involved in the process rather than at the end.
- The American Library Association (ALA) put together a chart through their Center for the Future of Libraries. Main categories being SOCIETY, TECHNOLOGY, EDUCATION, ENVIRONMENT, POLITICS & GOVERNMENT, ECONOMICS, DEMOGRAPHICS. Subtopics include Anonymity, Collective Impact, Fandom, Fast Casual, Maker Movement, Privacy Shifting; Data Everywhere, Drones, Internet of Things, Robots, Unplugged; Flipped Learning, Gamification, Badging, Connected Learning; Resilience; Income Inequality, Sharing Economy; Urbanization, Aging Advances, Emerging Adulthood, Digital Natives. Director Perera covered most of the topics explaining and clarifying their meanings.
- Upon completion of her presentation and after further discussion, the Library Board was asked to place colored stickers by which trends they thought should be noted. Those receiving the most stickers (4) were Collective Impact and Connected Learning; Flipped Learning and Aging Advances received 3 stickers each. Attached is the final result. (Exhibit 1)

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**F. IDENTIFICATION OF ITEMS FOR NEXT MEETING**

No items were requested.

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**G. ADJOURNMENT**

MOTION: Moved by Member Hairston, seconded by Member Coberly. Motion carried 5-0  
The meeting adjourned at 8:07p.m.

Respectfully submitted,

Carol Durkel for Vivian Garcia  
Library Technician

Approved:     October 6, 2016