Sacramento Public Library Authority

ACTION SUMMARY
SACRAMENTO PUBLIC LIBRARY AUTHORITY BOARD

Thursday, May 26, 2011 – 3:00 p.m. to 5:00 p.m.
Board of Supervisors Chambers, 700 H Street
Sacramento, California

Please note: The video recording of each Authority Board meeting is the true legal record of its proceedings. This Action Summary is intended to give an overview of items discussed and action taken in regard to those items. Meeting DVDs are available for check-out from any Sacramento Public Library branch within two weeks following each meeting.

1. Call to Order

In Attendance: Linda Budge, Mark Crews, Darrell Fong, Roberta MacGlashan, Kevin McCarty, Don Nottoli*, Bonnie Pannell, Brian Rivas (Alternate for Phil Serna), Michelle Rivas (Alternate for Susan Peters), Sophia Scherman, Sandy Sheedy, Jeff Slowey and Jimmie Yee. Angelique Ashby was unable to attend the meeting.
**arrived after roll call*

Board Chair Sandy Sheedy declared a quorum and called the meeting to order at 3:01 p.m.

2. Public Comment on Matters Not on the Agenda

Robert Gorham, President of the Friends of Sacramento Public Library completed a speaker card and addressed the Board. Mr. Gorham provided an update on Friends activities and invited board members to participate in a Friends fundraising event to be held at Café Bernardo.

3. Presentations

3.1 Proclamation in Honor of *American Sabor: Latinos in U.S. Popular Music*
3.2 2011 Sacramento Public Library Summer Reading Initiative
Library Director Rivkah Sass directed the Board to the written reports for these two items included in the Agenda package.

4. Director's Report

Ms. Sass referred the Board to her written Director's Report. She also notified the Board that a letter has been sent to all Homework Center participants, outlining alternative after-school resources near the Homework Center libraries. Ms. Sass also reported that staff work groups have been formed to identify cost-saving solutions in six key areas. A full report of the groups' efforts will be provided to the Board at a future date.

5.0 Sacramento Public Library Foundation – ad hoc Committee Report Back

This item is being continued to a future meeting.

6.0 Review: Use of Library Facilities by Non-Library Groups and Individuals Policy

Facilities Director Don Tucker presented this item to the Board, wherein library staff is seeking direction from the Board regarding use of the community rooms in

library branches by neighborhood groups and others. Mr. Tucker received comments and answered questions from Board members.

The Board discussed the suggestion that a fee should be charged for nonprofit groups to use the rooms, but not for neighborhood groups. All concurred that groups should be charged a fee for excessive clean-up of the room.

At this time, the Use of Library Facilities by Non-Library Groups and Individuals Policy will not be revised; however, Board member Nottoli asked staff to strengthen language in the User Agreement regarding cleaning expectations. Staff agreed to do this and return with a report at a future meeting.

7.0 Monthly Financial Report: March 2011

8.0 Quarterly Investment Performance Report – March 31, 2011

Director Sass referred the Board to the written reports in their agenda documents. These items are information only and require no Board action.

Consent Items

The following items were approved with a single motion:

9.0 Action Summary: April 28, 2011
10.0 Administrative Matter: Correction of Duplicative Resolution Numbers
11.0 Service Contract: Fixed Asset Inventory Services
12.0 Service Contract: On-Call Electrical Services
13.0 Annual Investment Policy and Appointment of Authority Treasurer/Auditor

Board Action: Budge/Scherman Approved (13-0)

14.0 Unrepresented Personnel Resolution FY 2011-12

Library Director Rivkah Sass presented this item to the Board, referring the Board to the written report in the agenda package. The item was moved, seconded and approved with no discussion.

Board Action: Yee/Budge Approved (13-0)

15.0 Employer-Employee Relations Policy

Library Director Rivkah Sass presented this item to the Board, referring the Board to the written report in the agenda package. The item was moved, seconded and approved with no discussion.

Board Action: MacGlashan/Fong Approved (13-0)

16.0 FY 2011-12 Proposed Budget, Position Control Listing and Fine and Fee Structure

Deputy Library Director Denise Davis presented this item to the Board, providing an explanation of the Budget planning process and factors considered when preparing the FY 2011-12 Budget. Key points include:

- Personnel costs are increasing due to contractual obligations.
- The materials budget has been reduced by $100,000.
- This fiscal year's computer equipment refresh has been eliminated in the proposed Budget. Ms. Davis indicated this cost will be reconsidered at the mid-year point if sufficient savings have been achieved in other areas.
- Funding for security services has been reduced. Security will become a pooled resource, resulting in fewer hours of coverage in most branch libraries.

- This Budget proposal includes the use of reserve funds to cover ongoing operating costs. Ms. Davis indicated that approximately $3 million in savings must be identified for FY 2012-13 and beyond. This may require reductions in hours of service and staff levels.

After discussion, the item was moved, seconded and approved.

Board Action: **Budge/Fong** **Approved (12-0-1)**
(B. Rivas abstained)

17.0 Chair's Report

Board Chair Sheedy thanked library staff for making it possible to use one of the library's circulating Nooks on her recent vacation. She stated that she enjoyed using it.

Mr. McCarty left the meeting at 3:38 p.m.

18.0 Reports, Ideas, and Questions from Board Members

Mr. Slowey thanked staff for their efforts in hosting the impressive kick off event for American Sabor. Ms. Budge also thanked staff for the event and asked whether the scripts from the exhibit panels could be forwarded to each Board member. Staff will look into whether this is permissible with the Smithsonian and Ford Motor Company Fund. Ms. Budge also encouraged staff and Board members to continue identifying creative funding ideas for library programs and services. Mr. Fong reported that his office would be assisting the Friends of the Library with a membership campaign via an insert in City of Sacramento utility bills in September. Increasing participation in this organization is another way to increase fundraising for the library. Ms. Budge also reported that she would be absent from the July 28 Authority Board meeting.

19.0 Adjournment

This meeting of the Sacramento Public Library Authority Board was adjourned at 3:46 p.m. in memory of Mrs. Mary Hoze, mother of Board member Bonnie Pannell.

Respectfully submitted,

Brenda Haggard
Assistant Secretary to the Board

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