

# **Board of Library Trustees: December 7, 1999 Agenda**

7:00 p.m. 1901 Russell Street

Items which are starred (\*) are included in the packet; (\*\*) Trustees only.

## **I. Call to Order**

**II. Public Comments** (proposed 10-minute limit, with no more than 5 speakers speaking for 2 minutes each)

## **III. Approval of Agenda**

**IV. Staff Report – West Branch** (10 minutes)

## **V. Consent Calendar**

### **A. From Director of Library Services**

- \*1. Minutes of Regular Meeting – November 10, 1999

## **VI. Reports for Action/Discussion**

### **A. From Director of Library Services**

- 1. Building Projects Update
  - a. MOU with the City
  - b. New E-mail System
- 2. Branch ADA Renovation
- 3. Bond Issue for Branch Renovation
- 4. Branch Building Projects
- \*\*5. FY 2000 Holidays and Christmas Holiday Closing
- 6. Library Administration

## **VII. Reports for Information**

### **A. From Director of Library Service**

- \*\*1. BPL Staff Newsletter, November 1999
- \*2. BPL Calendar of Events, December 1999
- 3. Staff and Staffing Report
- \*\*4. Quarterly Financial Statements Ending Sept. 30, 1999 (FY 1999/2000)
- \*\*5. Articles from Civic.Com October 1999 issue: *Internet Access for All, Sun Targets Schools with New Thin Client*
- \*6. BPL Program Announcement: *Mystery At The Library*

## **VIII. Addenda To Agenda**

A. Director's Oral Report – Gates Foundation Grants, Report on Dec. 5<sup>th</sup> & 8<sup>th</sup> Receptions, CLA Conference, Short-term Volunteer Project Volunteers, All-Staff Holiday Party on Dec. 10<sup>th</sup>.

## **IX. Agenda Building**

**Next Meeting: January 12, 2000, at Claremont Branch Library**

**X. Adjourn**

**Director Lines reported that due to the number of critical automation projects underway, she has appointed Technical Services Manager Trarie Kottkamp to be a Special Projects Manager for six months to handle Automation Planning, the Gates Foundation project, etc. Supervising Librarian Karen Joseph-Smith, Claremont Branch, will be the interim Technical Services Manager.**

**4. Quarterly Financial Statements Ending Sept. 30, 1999 (FY 1999/2000)**

**5. Articles from Civic.Com October 1999 issue: *Internet Access for All, Sun Targets Schools with New Thin Client***

**6. BPL Program Announcement: *Mystery At The Library***

**VIII. Addenda To Agenda**

Director Lines mentioned that Ms. Powers and Technical Services Manager Trarie Kottkamp had submitted excellent applications for the Gates Foundation grants. She reported on the following: receptions given by the Board of Trustees and by the Foundation, the California Library Association Conference in November 1999, the possibility of using volunteers for short-term projects and the Alice Meyers Trust. She invited the Trustees to attend the staff holiday party on December 10<sup>th</sup> at the Claremont Branch.

**IX. Agenda Building**

Next Meeting: January 12, 2000, at Claremont Branch Library

**X. Adjourn**

R99-115 Moved by Trustee Garcia, seconded by Trustee Anderson to adjourn the meeting at 9:15 p.m. Motion carried unanimously.