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| **dylan wright**  director  oc community resources  **cymantha atkinson**  deputy director  oc community resources  **mike kaviani**  director  oc animal care  **julia bidwell**  director  oc housing & community development  **jim wheeler**  manager  continuum of care  **renee ramirez**  director  oc community services  **stacy blackwood**  director  oc parks  **sherry toth**  acting county librarian  oc public libraries  OC LOGO  office of the director  1770 north broadway  santa ana, ca 92706-2642  phone: 714.480.2788  fax: 714.480.2899 | OC Public Libraries – Library Advisory Board  Meeting of the full Board  Thursday, January 17, 2019 4:05 p.m.  OC Public Library Headquarters  Conference Room B  1501 E. Saint Andrew Place  Santa Ana, CA 92705  **FINAL MINUTES** MEMBERS PRESENT OCPL – CITY REPRESENTATIVES  William A. Phillips (Aliso Viejo), Christine Marick (Brea), Arlis Reynolds (Costa Mesa), Stacy Berry (Cypress), Paul Wyatt (Dana Point), Kim Constantine (Fountain Valley) John O’Neil (Garden Grove), Kathy Flachmeier (La Palma) Elaine Gennawey (Laguna Niguel), Joe Rainey (Laguna Woods), Carol Moore (Laguna Woods), Dwight Robinson (Lake Forest), Mark Chirco (Los Alamitos), Anne D. Figueroa (Rancho Santa Margarita), Gary Taylor (Stanton) Letitia Clark (Tustin). OTHER ATTENDEES COUNTY STAFF ATTENDING  Dylan Wright (Director, OC Community Services), Cymantha Atkinson (Deputy Director, OC Community Services), Sherry Toth (Acting, County Librarian), Grace Raya (Strategic & Financial Planning, OCCR/OC Public Libraries), Ann Luu (Budget & Fiscal, OCCR/OC Public Libraries), Alex Martinez (Asst. to the Acting, County Librarian, OC Public Libraries).  **MEMBERS NOT ATTENDING**  OCPL – CITY REPRESENTATIVES  Melissa Fox (Irvine), Jose Medrano (La Habra), Nitesh Patel (La Palma), Steve Dicterow (Laguna Beach), Laura Ferguson (San Clemente), Sergio Farias (San Juan Capistrano), Mike Varipapa (Seal Beach), Robbie Pitts (Villa Park), Chi Charlie Nguyen (Westminster).  BOARD OF SUPERVISORS REPRESENTATIVES  Supervisor Todd Spitzer, 3rd District; Supervisor Lisa A. Bartlett, 5th District.  EX OFICIO REPRESENTATIVE  TBA (City Managers’ Association) |

**I. CALL TO ORDER**

Vice Chair Elaine Gennawey called the meeting to order at 4:05 p.m., William Phillips led the members in the Pledge of Allegiance. There were no announcements.

**II. APPROVAL OF MINUTES OF MAY 17, 2018 MEETING**

It was moved (Joe Rainey) and seconded (Rob Robinson) to approve the minutes of the May 17, 2018 Library Advisory Board (LAB) meeting. The motion was passed; with the following members abstaining: Stacy Berry (Cypress), Stephanie Klopfenstein (Garden Grove), Kim Constantine (Fountain Valley), Kathy Flachmeier (La Palma), Mark Chirco (Los Alamitos), Anne D. Figueroa (Rancho Santa Margarita), Gary Taylor (Stanton) and Robbie Pitts (Villa Park).

**III. NEW BUSINESS**

1. **Election of New Officers**. Vice Chair Gennawey opened the floor to nominations for new officers. It was moved (Joe Rainey), seconded (Christine Marick) and unanimously approved to elect Elaine Gennawey as Chair. The motion was approved by all members with no oppositions and no abstentions. It was moved (Christine Marick), seconded (William Phillips) and unanimously approved to elect Joe Rainey as Vice Chair. The motion was approved by all members with no oppositions and no abstentions. It was moved (Joe Rainey) and seconded (John O’Neil) and approved by all members to elect Christine Marick as Secretary. The motion was approved with no opposition and no abstentions.
2. **Nomination of Committee Members.** Vice Chair Gennawey opened the floor to nominations for six members for the Executive Committee. It was moved (Paul Wyatt) and seconded (Anne Figueroa) with the nomination of the following members: Bill Phillips, Paul Wyatt, Anne Figueroa, John Stephens, Stacy Berry and Mark Chirco. It was moved (Paul Wyatt) seconded (Anne Figueroa). The motion was approved by all members with no abstentions.
3. **Approval of 2019 Meeting Schedule.** **Locations TBD.**

* Thursday, April 25, 2019 at 4:00 p.m.

Finance/Executive Committee Meeting

* Thursday, May 16, 2019 at 4:00 p.m.

Library Advisory Board Meeting

* Thursday, October 24, 2019 at 4:00 p.m.

Library Advisory Board Meeting

It was moved (Christine Marick) and seconded (Paul Wyatt). The motion was approved by all members with no abstentions.

1. **History of Library Advisory Board (LAB).** Sherry Toth, Acting Librarian presented a PowerPoint and discussed the history of the Library Advisory Board.
   1. The LAB was created in 1996 via Orange County Board Resolution 96-903 to provide member cities with a mechanism for more direct input to the Orange County Board of Supervisors as to policies concerning operation of the library system.
   2. The LAB established an Allocation Plan to determine the number of operational days at each library using a statistical formula.

**The Irvine Set-Aside.**

* 1. In 2008-2010, the Library Advisory Board created an Ad-Hoc Allocation Task Force and hired Davis Consultant to do a financial forecast.
  2. Circulation was redefined as: Internet Utilization (hours), Materials Circulation, Information Queries, Program Attendance, and Library Attendance
  3. A City Manager Sub-Committee developed a formula for what we currently call the Irvine Set-aside.
  4. The set aside formula calculates Irvine’s annual property tax, less Irvine’s property tax at 2% growth cap to equal the set aside
  5. County agreed to collaborate with the City regarding the location and construction of any new facility constructed with set aside funds

1. **OC Public Libraries, 2018 at a Glance**. Ms. Toth presented 2018 Statistics for the OC Public Libraries.
2. **5-year Strategic Financial Plan PowerPoint.** Sherry Toth, Acting Librarian gave a PowerPoint presentation of the 5-year Strategic Financial Plan. OC Public Libraries is not part of the County’s general fund; OCPL receives 1 percent of the property tax; there is no net County cost for OCPL.
3. **Library Programs.** Sherry Toth, Acting County Librarian discussed other programs OC Public Libraries offer, like STEM Programming, 3D printing and Lunch at the Library.

1. **Library Resource to Share:** Online High School. Sherry Toth, Acting County Librarian discussed the New Online High School Program the Libraries has this year. Gilbert Avila, Online High School Graduate shared the difference the Online High School Program made in his life. Gilbert received his High School Degree and recently finished his 1st semester in college.
2. **Strategic Visioning Committee.** Elaine Gennawey opened the floor for volunteers. The following members volunteered to be on the Strategic Visioning Committee: William A. Phillips (Aliso Viejo), Christine Marick (Brea), John Stephens (Costa Mesa), Paul Wyatt (Dana Pointz), Letitia Clark (Tustin), and Elaine Gennawey (Laguna Niguel), Joe Raney (Laguna Woods), Anne Figueroa (Rancho Santa Margarita).

**IV. BOARD COMMENTS**

There were no board comments.

**V. PUBLIC COMMENTS**

There were no public comments.

**VII. ADJOURNMENT**

The meeting was adjourned at 5:05 p.m.

Minutes prepared by Alex Martinez on 1/24/19

Reviewed by Sherry Toth, Acting County Librarian on­­­­­­­­­­ 1/24/19

Approved at the Library Advisory Board Meeting on 5/16/19