

**OC PUBLIC LIBRARIES
LIBRARY ADVISORY BOARD
MEETING MINUTES - DRAFT**

January 15, 2009 ~ 4:00 p.m.

**OC Public Libraries ~ Administrative HQ
1501 E. Saint Andrew Place ~ Santa Ana, CA 92705**

MEMBERS PRESENT

OCPL-CITY REPRESENTATIVES

Greg Ficke (Aliso Viejo), Wendy Leece (Costa Mesa), Prakash Narain (Cypress), Lara Anderson (Dana Point), Dr. Steven Choi (Irvine - Alternate), Rose Espinoza (La Habra), Ralph Rodriguez (La Palma), Randy Bressette (Laguna Hills), Milt Robbins (Laguna Woods), Kathryn McCullough (Lake Forest), Marilyn Poe (Los Alamitos), Lori Donchak (San Clemente), Laura Freese (San Juan Capistrano), Gordon Shanks (Seal Beach), Ed Royce Sr. (Stanton), Deborah Gavello (Tustin - Alternate), and Deborah Pauly (Villa Park - Alternate).

BOARD OF SUPERVISORS REPRESENTATIVES

Chairman John M.W. Moorlach - OC Board of Supervisors, 2nd District
Supervisor Bill Campbell - OC Board of Supervisors, 3rd District

EX-OFFICIO MEMBERS

Tim Casey, City Manager, City of Laguna Niguel
Mark Batarse – Executive Assistant – OC Board of Supervisors, 2nd District
Whitney Secor – Policy Advisor – OC Board of Supervisors, 3rd District

COUNTY REPRESENTATIVE

Steve Franks – Director, OC Community Resources; Helen Fried - County Librarian, OCPL; Ray Grangoff, Executive Policy Advisor – OC Board of Supervisors, 5th District; Dave Sankey – Budget Manager, OC Community Resources; Paula Bruce – Asst. County Librarian, OCPL; Jim Martin – Manager, Budget & Fiscal Services, OCPL; Nicole Nguyen - Manager, Finance & Business Services, OCPL; Laura Lynch - Executive Secretary, OCPL.

MEMBERS UNABLE TO ATTEND (PRIOR NOTIFICATION RECEIVED)

OCPL-CITY REPRESENTATIVES

Ron Garcia (Brea), Steve Nagel (Fountain Valley), Bruce Broadwater (Garden Grove), Jane Egly (Laguna Beach), Gary Capata (Laguna Niguel), Gary Thompson (Rancho Santa Margarita), and Andy Quach (Westminster) .

CALL TO ORDER

Chairman Robbins called the meeting to order at 4:12 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Greg Ficke (Aliso Viejo)

APPROVE DRAFT MINUTES OF OCTOBER 2, 2008 MEETING:

Supervisor Moorlach requested that a correction be made to the attendance portion of the October 2, 2008 minutes to reflect that he was represented by his staff member Mark Batarse.

A Motion to approve Minutes with noted correction was made by Lara Anderson (Dana Point) and seconded by Kathryn McCullough (Lake Forest). Hearing no objections the Motion passes unanimously.

INTRODUCTIONS

Chairman Milt Robbins welcomed and introduced new and returning Library Advisory Board members.

UNFINISHED BUSINESS

County Librarian Helen Fried presented an oral report on outsourcing library services per Staff Directive at the October 2, 2008 Library Advisory Board meeting. There were three libraries in California that have contracted to use Library System & Services (LSSI) for outsourcing various library services. Of the three LSSI contracts, Riverside County Public Library was the only library system that was comparable in size to OC Public Libraries (OCPL). The following comparisons were noted:

Library System	Population Served (approx)	Per Capita	Materials/Expenses per Capita
OC Public Libraries	1.5 Million	\$24.18	\$2.13
Riverside County PL	1.0 Million	\$20.45	\$1.90

Several Board members suggested that the Consultant Study be completed before further discussion or action can be taken on this issue.

NEW BUSINESS

Agenda Item A: 2009 State of the Library Report – County Librarian Helen Fried

County Librarian Helen Fried reviewed the handout marked “2009 State of the Library Report.” In spite of challenging financial times, OC Public Library continues to provide valuable services, materials and programs to its diverse communities.

Agenda Item B: 2009 Election of Officers & Committee Selections

Chairman Robbins thanked the Library Advisory Board for working with him over the past year and opened the floor for nominations for the 2009 Chair position.

After discussion, Kathryn McCullough (Lake Forest) purposed the nominations of the 2009 LAB Officers remain as they were in 2008; Chairman Milt Robbins (Laguna Woods), Vice-Chairman Greg Ficke (Aliso Viejo), and Secretary Lara Anderson (Dana Point), for an additional year of service. No additional members were nominated and no objections were heard regarding the nominations. Chairman Robbins closed the nominations.

Election of Chair

A motion to re-appoint Milt Robins (Laguna Woods) as the 2009 Chairman was made by Lara Anderson (Dana Point) and seconded by Kathryn McCullough (Lake Forest). Hearing no objections the motion passes unanimously.

Election of Vice-Chair

A motion to re-appoint Greg Ficke (Aliso Viejo) as the 2009 Vice-Chair was made by Kathryn McCullough (Lake Forest) and seconded by Wendy Leece (Costa Mesa). Hearing no objections the motion passes unanimously.

Election of Secretary

A motion to re-appoint Lara Anderson (Dana Point) as the 2009 Secretary was made by Wendy Leece (Costa Mesa) and seconded by Marilyn Poe (Los Alamitos). Hearing no objections the motion passes unanimously.

Committee Selections

Chairman Robbins asked Library Advisory Board (LAB) members to complete a 2009 LAB Committee Preference Ballot and turn it into Laura Lynch by the end the meeting. No vote is required for committee appointments, as appointment requests will be reviewed and selected by the Chairman. A listing of appointments will be e-mailed to LAB members. LAB members appointed to the Ad Hoc Allocation Formula Task Force (Task Force) in 2008 will remain the same in 2009, or until their assignment is completed. The Task Force membership is as follows: Chairman Ron Garcia (Brea), Vice-Chair Randy Bressette (Laguna Hills), Supervisor Bill Campbell (3rd Dist), Wendy Leece (Costa Mesa), Dr. Steven Choi (Irvine), Ralph Rodriguez (La Palma), Milt Robbins (Laguna Woods), Jim Palmer (Tustin), Jim Rheins (Villa Park), and Ex-officio Tim Casey (CMA Task Force Rep & City Manager Laguna Niguel)

Agenda Item C: Approve LAB & Committees' Proposed 2009 Meeting Schedule

Chairman Robbins recommended the Proposed 2009 Meeting Schedule be approved without a vote. No objections were heard. The 2009 schedule stands as proposed.

Agenda Item D: Update on Consultant Study – Ron Garcia, Chairman – Ad Hoc Allocation Formula Task Force (no vote required)

Ad Hoc Allocation Formula Task Force (Task Force) Chairman Ron Garcia was unexpectedly delayed at a prior meeting and unable to make this presentation. In his absence, Dave Sankey, Budget Manager of OC Community Resources Agency, was able to provide a brief update. Out of 39 consultants requesting the RFP, two qualified bids were received. A panel made up of Steve Franks (Director, OC Community Resources Agency – County of Orange), Tim Casey (Laguna Niguel City Manager, Ex-officio LAB Member, and CMA Library Task Force Rep), and Wally Kreutzen (Deputy City Manager, City of Irvine) met to review both bids with the final selection going to The Davis Company. The consultant assignments as noted in the Scope of Work were briefly reviewed and discussed. The final consultant report and recommendations will first be reviewed by the Task Force prior to the October 15, 2009 LAB meeting before being presented to the full Library Advisory Board for consideration.

The Board discussed the importance of various items which will be included in the study findings. Dr. Choi (Irvine) asked that the LAB to consider moving the OCPL Headquarters to the 100-acre parcel of land that was donated to the County from the City of Irvine's Great Park land acquisition. He suggested that a Great Metropolitan Library Branch could be built in Irvine on this free land to address some of Irvine's concerns regarding library services to their community. There was a brief discussion that the County had already hired a consultant to study the potential use of the 100-acre land donation. Supervisor Moorlach asked Steve Franks to follow-up on this suggestion by locating the County's land use study, for possible future discussion.

Staff Directive: Jim Palmer (Tustin) requested staff e-mail another copy of the Consultant Study Scope of Work to all LAB members.

BOARD COMMENTS:

Supervisor Moorlach inquired about policy regarding cities that build a new library or expand an

existing branch as it will obviously have an impact on the rest of the OC Public Library system. Tim Casey (Laguna Niguel City Manager) stated that this is one of the core issues that will be addressed in the Library's consultant study. The Library's expansion issues can be complex; however, it should be noted that the OC Fire Authority contracted with The Davis Company to address similar expansion issues.

Deborah Pauly (Villa Park) acknowledge the great job done by OCPL staff, especially Senior Project Manager Tommy Cochran, in coming up with a creative configuration to enlarge their library's usable space without adding additional square footage to their facility. Special thanks to the Villa Park Friends of the Library for donating \$80,000 for this project. The grand opening celebrations will take place on February 7th from 2:00 – 4:00 p.m.

Wendy Leece (Costa Mesa) shared that their city met with County Librarian Helen Fried and Assistant County Librarian Paula Bruce to discuss the idea of a book mobile that could reach residents that may not have easy access to a library branch.

Ralph Rodriguez (La Palma) shared that the La Palma City Council promotes library services, resources, programs and events on a monthly basis at their City Council meetings.

Marilynn Poe brought up a concern that the Los Alamitos Branch Library is so close to the neighboring communities of Seal Beach and Rossmoor that they serve many of their residents without the benefit of these cities' property taxes and population counts when it comes to distribution of funds through the current allocation formula. Dave Sankey said this would be addressed in the consultant study.

PUBLIC COMMENTS:

None noted.

ADJOURNMENT:

The meeting was adjourned at 5:17 p.m.