



**MEETING MINUTES**  
**LIBRARY BOARD OF TRUSTEES MEETING**  
**Wednesday, November 28, 2018**  
**7:00 PM**

*Shannon King, Chair*  
*Rod Spears, Vice Chair*  
*Patricia Hall, Trustee*  
*Rich Procter, Trustee*  
*Barry Ziff, Trustee*

**City Hall Council Chambers**  
**232 W. Sierra Madre Boulevard**  
**Sierra Madre, California 91024**

**CALL TO ORDER / ROLL CALL**

Chair King called the meeting to order at 7:01 pm

**MEMBERS ABSENT**

Rod Spears

**OTHERS PRESENT**

Christine Smart, City Librarian

**APPROVAL OF AGENDA**

Trustee Procter moved to approve the agenda, Trustee Ziff seconded

**APPROVAL OF MINUTES**

City Librarian made a change to add the correct call to order time. Trustee Ziff moved to approve the agenda, Trustee Procter seconded

**COUNCIL LIAISON UPDATE**

None present

**COMMUNITY INPUT**

None

**CONSENT CALENDAR**

**Approval of Library Warrants**

- i) Trustee Hall moved to approve the warrants, Trustee Procter seconded
- ii) October 2018 Statistical Reports received and filed

## **ACTION ITEMS AND REPORTS**

### **1. Finalize Draft Letter to City Council**

Letter approved and Chair King will send the letter to the City Manager, Mayor and City Council after the meeting.

### **2. Library Foundation Update**

Trustee Hall gives an oral report regarding the status of the Library Foundation. All necessary paperwork has been filed, and an interim board has been compiled.

Trustee Procter, as the Library Board of Trustees Liaison to the Library Foundation, follows up with a report on the Foundation.

### **3. One Book One City Trustee Update**

Trustee Procter gave an update regarding the One Book One City events. These include a discussion about the author, visit to a local museum, and the world premier of HBO documentary *The Cold Blue* at the City Council chambers. A flyer with all events will be available shortly.

### **4. City Librarian Report**

City Librarian provides oral report concerning library services since the last board meeting.

### **5. Trustee Updates**

Trustees gave reports of meetings they attended in their effort to continue to promote and assist the Sierra Madre Public Library

#### ***\*ACTION ITEMS***

*Regardless of a staff recommendation on any agenda item, the Board will consider such matters including action to approve, conditionally approve, reject or continue such item. Further information on each item may be procured from the Library Board of Trustees.*

## **ADJOURNMENT**

Trustee Hall moved to adjourn the meeting at 8:07 pm and Trustee Procter seconded the motion. The Library Board of Trustees will adjourn to their next regular meeting at this same place on Wednesday, January 23, 2018