SPECIAL MEETING AGENDA
CITY OF EL SEGUNDO
LIBRARY BOARD OF TRUSTEES

MEETING DATE: Tuesday, May 22, 2012
MEETING TIME: 7:00 P.M.
MEETING PLACE: El Segundo Public Library
Rose Garden/Gazebo Room
111 W. Mariposa Avenue
El Segundo, CA 90245

The Board of Trustees, with certain statutory exceptions, can only take action upon properly posted and listed agenda items.

Unless otherwise noted in the Agenda, the public can only comment on City-related business that is within the Board of Trustees' subject-matter jurisdiction and items listed on the Agenda during the Public Communications portion of the meeting. The time limit for comments is generally limited to five minutes per person.

Before speaking to the Board of Trustees, please come to the podium and state: Your name and residence and the organization you represent, if desired. Please respect the time limits. While all comments are welcome, the Board of Trustees may not take action on any matter not on this Agenda. Board of Trustees members may respond to comments after Public Communications is closed.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk (310) 524-2305. Notification 48 hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

SPECIAL MEETING OF THE LIBRARY BOARD OF TRUSTEES
TUESDAY, MAY 22, 2012 AT 7:00 P.M.

A. CALL TO ORDER

B. ROLL CALL

C. PRESENTATIONS –

1. Presentation of Author Fair for June 3, 2012, and other activities by Ellen Cunningham, Adult Services

2. Presentation of Summer Reading Program for 2012, and other activities by Sindee Pickens, Youth Services

D. PUBLIC COMMUNICATIONS (Related to City Business only and for which the Advisory Committee is responsible – 5 minutes per person; 30 minutes total).
E. APPROVAL OF MINUTES for March 13, 2012

F. SPECIAL ORDERS OF BUSINESS –

1. **Nominating Sub-Committee appointment for new slate of officers, July 2012.**
   President, Kevin Smith, will appoint a sub-committee of two Library Board Members to present a slate of new officers for the annual election at the July 10, 2012 meeting.

2. **Library Board Vacancy for July 2012-June 2015.**
   Board member, Beth Marbois, will need to re-apply and fill out an application for a second term on the Board. Other interested candidates may apply as well through the City Manager’s office in City Hall.

G. UNFINISHED BUSINESS –

1. **Repair of Front Porch Completed**
   Discussion of the work done on the Library’s front porch after the December 2011 accident.

2. **Preservation Grant Awarded to El Segundo Public Library**
   A Preservation Grant by the California State Library was awarded in April, 2012. We will have a professional archivist analyze and make recommendations for our History Room materials. Discuss our next steps to prepare for the visit.

H. NEW BUSINESS –

1. **Budget Planning Sessions for June 2012.**
   Report by the Director of priorities, challenges and recommendations to the City Manager and City Council for FY 2012/13 Library’s Budget.

2. **Historical Wall project in City Hall and a new book on the History of El Segundo.**
   Report by the Director on a couple of recent historical projects assigned by the City Manager.

I. REPORTS – LIBRARY DIRECTOR (No Board Action Required)

1. **Discussion of Library Programs, Services, Budget, Material Collections, Facility Maintenance, Personnel Changes, and Other Items Related to the Administration of the El Segundo Public Library.**

2. **Report on the School Libraries, including the El Segundo High School, the Center St. Elementary School, the Richmond St. Elementary School, and the Middle School.**
J. REPORTS – PRESIDENT, FRIENDS OF THE LIBRARY (No Board Action Required)

1. Report on Book Sales, Donations, Historical Committee Activities, Special Events and Other Items Related to Friends of the Library Business.

K. BOARD MEMBER COMMENTS

L. ADJOURNMENT

POSTED BY: [Signature]
DATE: 5/16/12
TIME: 4:55 p.m.