

AGENDA FOR NOVEMBER 2013

**BENICIA PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES
TUESDAY, NOVEMBER 12, 2013, 6:30 P.M.
BENICIA PUBLIC LIBRARY, 150 EAST L STREET
EDNA CLYNE CONFERENCE ROOM**

- Action** 1. **Call to Order**
- Information** 2. **Fundamental Rights Statement**
A plaque stating the Fundamental Rights of each member of the public is posted at the entrance to this meeting room per Section 4.04.030 of the City of Benicia Open Government Ordinance
- Action** 3. **Approval of Agenda**
- Action** 4. **Approval of Minutes**
A. September 10, 2013
B. October 29, 2013
- Information** 5. **Report from the President, Mary Eichbauer**
- Information** 6. **Report by Director, Diane Smikahl**
A. Update on Library-related Council Items
B. Arts and Culture Commission Update
 ○ Next meeting is on 11/14
 ○ Bringing public art piece to be located in the community center to Council in the next few months
 ○ Hosting receptions in the City Hall Quad for Arts Benicia gallery exhibits in Council Chambers
C. Annual report
 ○ Draft of report to State Library
 ○ Draft of report for the public
D. Correspondence/Articles/Other
- Action** 7. **Approval of Library Financial Reports**
- Information** 8. **Literacy Report**
- Information** 9. **Report from Board Liaisons**
A. Report from Art Gallery Advisory Committee Liaison
B. Report from Friends Liaison
C. Report from Library Foundation Liaison
D. Report from Poet Laureate Committee Liaison
- Action / Information** 10. **Old Business**
A. Review of Policy binder information (Table until December Board meeting)

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- Action / Information**
- 11. New Business**
- A. Discussion/update/action on SNAP partnership and contract for Automation Services with Solano County Library
- Action
- B. Approval of Board of Trustees Meeting Schedule for 2014
- Action / Information**
- C. Educational Calendar
- October – Summer Reading Program & Schools
 - November – Public Services Update

12. Public Comment

13. Items for Next Agenda
Policy Review (ongoing)

14. Next Meeting – Tuesday, December 10, 2013

15. Adjournment

Public Participation

The Benicia Public Library Board of Library Trustees welcomes public participation.

Pursuant to the Brown Act, each public agency must provide the public with an opportunity to speak on any matter within the subject matter jurisdiction of the agency and which is not on the agency's agenda for that meeting. Speakers may speak on non-agendized matters under public comment, and on agendized items at the time the agenda item is addressed at the meeting. Comments are limited to no more than 5 minutes per speaker. By law, no action may be taken on any item raised during the public comment period although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda.

Should you have material you wish to enter into the record, please submit it to the Library Director.

Disabled Access

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact Anne Cardwell, the ADA Coordinator, at (707) 746-4211. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Meeting Procedures

All items listed on this agenda are for discussion and/or action. In accordance with the Brown Act, each item is listed and includes, where appropriate, further description of the item and/or a recommended action. The posting of a recommended action does not limit, or necessarily indicate, what action may be taken.

Pursuant to Government Code Section 65009, if you challenge a decision of the Board of Library Trustees in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Board of Library Trustees at, or prior to, the public hearing. You may also be limited by the ninety (90) day statute of limitations in which to challenge in court certain administrative decisions and orders (Code of Civil Procedure 1094.6) to file and serve a petition for administrative writ of mandate challenging any final City decisions regarding planning or zoning.

Appeals of the Board of Library Trustees decisions, which are final actions, not recommendations, are considered by the City Council. Appeals must be filed with the City Clerk in writing, stating the basis of appeal with the appeal fee within 10 days of the date of action.

Public Records

The agenda packet for this meeting is available at the City Clerk's Office and the Benicia Public Library during regular working hours. To the extent feasible, the packet is also available on the City's web page at www.ci.benicia.ca.us under the heading "Agendas and Minutes." Public records related to an open session agenda item that are distributed after the agenda packet is prepared are available before the meeting at the City Clerk's Office located at 250 East L Street, Benicia, or at the meeting held in the Benicia Public Library. If you wish to submit written information on an agenda item, please submit to Toni Yosick, Secretary to the Board of Library Trustees, as soon as possible so that it may be distributed to the Board of Library Trustees.