

**BENICIA PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES
TUESDAY, APRIL 12, 2016
BENICIA PUBLIC LIBRARY – EDNA CLYNE ROOM
6:30 P.M.**

- I. CALL TO ORDER**

- II. CONVENE MEETING**
 - A. ROLL CALL
 - B. REFERENCE TO THE FUNDAMENTAL RIGHTS OF PUBLIC
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’s Open Government Ordinance.

- III. ANNOUNCEMENTS/PRESENTATIONS:**
 - A. ANNOUNCEMENTS –
 - B. PRESENTATIONS –
Volunteers & Outreach – Amber Kelly

- IV. ADOPTION OF AGENDA**

- V. OPPORTUNITY FOR PUBLIC COMMENT:**
 - A. Public Comment
 - B. Written

- VI. CONSENT CALENDAR:**
 - A. Minutes – March 8, 2016

- VII. BOARD TRAINING:**
 - None

- VIII ACTION ITEMS:**
 - A. Financials
 - B. Change of date for June meeting.
The timing for the selection of the Poet Laureate requires postponing the June meeting by approximately one week.

- IX INFORMATION ITEMS:**
 - A. Report from the President, Mary Eichbauer
 - B. Report/Update by Library Director, Diane Smikahl
 - a. Council Items – On May 3, BBT proclamation and possibly consent item for the installation of the Granizo tile
 - b. Building – Obtaining bids for replacement for soft seating. Once the chairs were cleaned over the holidays, it became apparent that many needed to be recovered or replaced.

- c. Arts and Culture Commission – Still working on AEP survey
 - d. Staffing – In process of advertising / hiring for multiple positions: Safety coordinator, on-call librarians and library assistants, and Departmental Aides.
 - e. Harwood Grant planning – The Library received notification that our grant application was accepted. Fran Martinez-Coyne, Allison Angell, Amber Kelly & Carole Nail will attend.
 - f. Correspondence/Articles/Other
- C. Literacy Report
- D. Report from Board Liaisons
- a. Art Gallery Advisory Committee Liaison
An application for Toby Tover is in the packet. The Committee will interview the applicant at its May meeting.
 - b. Friends Liaison
 - c. Library Foundation Liaison
The Foundation's April meeting was cancelled.
 - d. Poet Laureate Committee Liaison
Recruitment is underway.
 - e. Historical Museum/Historical Society Liaison

X. COMMENTS FROM BOARD AND STAFF

XI. FUTURE AGENDA ITEMS

Policy Review (ongoing) –

XII. NEXT MEETING

May 10, 2016

XIII. ADJOURNMENT

Public Participation

The Library Board 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 Library Board 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 Library Board 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 Library Board 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 at The Benicia Public Library's Edna Clyne Room. If you wish to submit written information on an agenda item, please submit to Helaine Bowles, as soon as possible so that it may be distributed to the Benicia Library Board