

October 21, 2009

CITY OF RANCHO CUCAMONGA  
CITY COUNCIL, LIBRARY BOARD  
AND LIBRARY FOUNDATION BOARD  
SPECIAL JOINT MEETING MINUTES

**A. CALL TO ORDER**

A special joint meeting of the Rancho Cucamonga City Council/Fire Protection District/Redevelopment Agency, Library Board of Trustees and the Library Foundation Board was held on Wednesday, October 21, 2009, at the Cultural Center, located at 12505 Cultural Center Drive, Rancho Cucamonga, California. The meeting of the Library Board of Trustees and the Library Foundation Board was called to order at 3:04 p.m. by Mayor Pro Tem L. Dennis Michael.

Present were Agencymembers/Boardmembers/Councilmembers: Sam Spagnolo and Vice Chairman/Vice President/Mayor Pro Tem L. Dennis Michael. Chairman/President/Mayor Donald J. Kurth, Agencymember/Boardmember/Councilmember Rex Gutierrez and Agencymember/Boardmember/Councilmember Diane Williams were absent.

Present were Library Board of Trustee Boardmembers: Jackie Amsler, Luella Hairston, President Pro Tem Sharon Nagel and President Robert Coberly. Boardmember Scott Haddon was absent.

Present were Library Foundation Boardmembers: Teresa A. Akahoshi, Jackie Amsler, Deborah Clark, Gino L. Filippi, Tina Gilfry, Ruth Leal, Chris White, Vice President David Gonzalez and President Rebecca Davies. Boardmembers Bruce Bowne, Balbina Kendall, Leslie May, Dominic Mello and Paula Pachon were absent. Boardmember David Atkins arrived at 3:35 p.m.

Also present were: Jack Lam, City Manager; Pamela Easter, Assistant City Manager; Robert Karatsu, Library Director; Michelle Perera, Assistant Library Director; Vivian Garcia, Administrative Secretary/Library; Renee Tobin, Principal Librarian; Cara Vera, Senior Librarian; Karye Hood, Librarian II; Angelica Trummell, Children's Librarian; Margaret Hatanaka, Children's Librarian; Barb Tuckerman, Circulation Supervisor and Debra L. McNay, Records Manager/Assistant City Clerk.

\*\*\*\*\*

**B. PUBLIC COMMUNICATIONS**

No communication was made from the public.

The Consent Calendar was skipped pending a quorum of the City Council. The update by the Library Board of Trustees and the Library Foundation Board was given at this time.

\*\*\*\*\*

**D. ITEM(S) OF BUSINESS**

1. UPDATE ON ITEMS BY THE LIBRARY BOARD OF TRUSTEES AND LIBRARY FOUNDATION BOARD.

Library Board of Trustee President Coberly noted that library usage has gone up by 30%. Attendance at programs, computer classes and story times has shown similar kinds of increases. He indicated that Library services are being provided to more people with a smaller budget and less staff. Boardmember Amsler reported that the Board is aggressively pursuing grant applications and indicated that grant funding of almost \$150,000 has been obtained since January 2009. She reported that the feasibility study for the second floor of

the Biane Library was fully funded with grant monies and discussed how the Library is using the funds obtained by grants.

Boardmember Hairston thanked the Library Foundation for their recent donation of \$10,000. These funds will be used to match grant funding from the California State Library to do an innovative local history project in the City. She indicated that they hope to capture first-hand stories of Rancho Cucamonga on video, and then making these stories available on the Internet and show it in conjunction with Historical Preservation Month (May, 2010). President Pro Tem Nagel summarized some of the partnerships undertaken by the Library in order to provide services to the community. In closing, President Coberly reported that the Board recently attended a team building session and has established a Library Board Speaker's Bureau in order to advocate for the Library in the community.

Library Foundation President Davies read the mission statement of the Library Foundation. She noted that the Library Foundation has been very busy this past year raising funds in support of the Library. Vice President Gonzalez noted that over \$250,000 has been raised from various events, including the 2009 Library Telethon, donation from Total Wine & More, the VIP reception held in conjunction with the presentation by Edward James Olmos and Baldy View Soroptimist Club. Recently, \$200,000 was received from the Lola A. Livesey Family Trust.

Boardmember Leal reported that each year, the Foundation determines funding priorities. She noted that it was a priority for the Foundation to provide the matching funds for grants awarded to the Library. The Foundation matched the grant to perform a feasibility study and recently provided \$45,000 to begin prototyping small-scale exhibits. Also, the Library Foundation provided \$10,000 to match the grant from the California State Library for the history project. Boardmember Gilfry reported that the Foundation plans to host another Music, Mystery and Merlot Event and hopes to sell ad space in the 2010 library calendar.

Boardmember Clark stated that the Library Foundation is planning a campaign to introduce library patrons to the Library's Planned Giving Program. She noted that this is a wonderful way to remember someone while making a meaningful contribution to the community for years to come. In closing, President Davies noted that the conceptual design for the second floor of the Biane Library is innovative and exciting. She indicated that the Library Foundation supports the project 100% and pledged financial support. The 2011 Telethon will include new sponsorships and naming opportunities. President Davies stated the Library Foundation's commitment to provide \$50,000 annually for the first three years in order to ensure fresh, innovative exhibits for the second floor.

\* \* \* \* \*

Agencymember/Boardmember/Councilmember Diane Williams arrived at 3:20 p.m. The meeting of the Rancho Cucamonga City Council/Fire Protection District/Redevelopment Agency was called to order at 3:21 p.m. by Mayor Pro Tem L. Dennis Michael.

\* \* \* \* \*

## C. CONSENT CALENDAR

1. APPROVAL OF MINUTES: Special Joint Meeting, October 13, 2008

MOTION: Moved by Williams, seconded by Spagnolo, to approve the minutes of October 13, 2008. Motion carried 3-0, Chairman/President/Mayor Donald J. Kurth and Agencymember/Boardmember/Councilmember Rex Gutierrez were absent.

2. WORKSHOP ON FUTURE DEVELOPMENT FOR THE SECOND FLOOR OF THE PAUL A. BIANE LIBRARY AT VICTORIA GARDENS.

Robert Karatsu, Library Director, noted that a \$50,000 grant was received from the California State Library to conduct a needs assessment and feasibility study for the second floor of the Biane Library. Matching funds were provided by the Library Foundation. Mr. Karatsu noted that today's workshop was scheduled to discuss the findings of the feasibility study and needs assessment. He introduced Michelle Perera, Assistant Library Director, who discussed the results of the community needs assessment.

Ms. Perera reported that the City retained Gyroscope, Inc. to conduct the feasibility study. The study's objectives were to evaluate the Rancho KIDS concept and to create a model for possible use by other libraries. For the Community Needs Assessment, Gyroscope conducted interviews, facilitated on-line and paper surveys and held focus group interviews with local residents. President Pro Tem Nagel expanded on her participation in one such focus group.

The Assistant Library Director noted that 540 members of the community were surveyed. The five surveys completed showed a high level of interest in the Rancho KIDS project, and a majority supported a hands-on children's museum or science center. People visit the Library 3-4 times per month and visit the Victoria Gardens Shopping Center 3-4 times per month looking for children's activities. Respondents indicated a desire for family-oriented learning experiences and were willing to drive up to 30 miles to visit one. Ms. Perera stated that the surveys showed that people were willing to pay for the Rancho KIDS experience. The focus groups indicated that they were willing to pay \$10 per visit.

Ms. Perera provided pictures and listed examples of possible models for Rancho KIDS. Concepts discussed included displays and activities for babies and toddlers, ways to explore the outdoors, learn about the local market, develop skills in arts and crafts, play with light and shadow, incorporate science themes and enhance performing arts skills. Also, there would be changing exhibitions.

The Assistant Library Director addressed the project's potential, noting that this would be a model project providing a unique type of service to the community. President Pro Tem Nagel spoke about the need to provide children with purposeful play activities and pointed out that 1.2 million children live in a 50 mile radius from the City. Ms. Perera noted that this project will help to strength our relationship with the State Library and potentially provide a new library model for other public libraries.

Ms. Perera reported that the California State Library has awarded a second grant of \$45,000 to begin prototyping small-scale interactive exhibits. As previously mentioned, this grant was matched by the Library Foundation. She showed conceptual drawings of several displays, including an art station, big build station, discovery dig and commotion in motion exhibit. In conclusion, Ms. Perera discussed the next steps in the process, which include using the grant to proto-type and test the exhibits, design a "play" symposium to introduce the concept of play to staff and local libraries, develop a plan to explore entrepreneurial opportunities and strengthen the relationship with the California State Library.

Library Director Karatsu referred to the staff recommendation to formally approve the interactive concept and authorize staff to continue the preliminary design process and explore options for eventual exhibit design, construction and operations budget. With this recommendation, he recognized several policy decisions that should be made. Based on the feasibility study and survey process, the second floor should be developed as a "blended model" of interactive children's museum exhibits with the best "traditional" elements of a public library. He expected that there would be an admissions fee for the second floor and stated that the second floor may require different operating hours than the present Library.

Mr. Karatsu indicated that the capital cost estimates are about \$2 million for the tenant improvements (office space, elevator, mechanical, plumbing, etc.) and between \$3 and \$4 million for the interactive exhibits. In speaking with the Redevelopment Director, he noted that some funding has been set aside for the construction of the second floor. Also, he asked the Council not to underestimate the Library's ability to acquire grants or the Foundation's ability to fundraise. The cost estimate for operations for the first three years is estimated at \$774,000. Mr. Karatsu noted that Gyroscope also produced an annual income projection of \$380,000 with an estimated net cost of \$394,000. This amount may be offset by additional revenue from grant opportunities,

unique partnerships with organizations such as the Institute of Museum and Library Services and entrepreneurial endeavors with the California State Library.

The Library Director discussed the timeframe of the project, noting that it is difficult to establish a firm start date due to the current economic condition. Mr. Karatsu indicated that the expansion could be done without closing the first floor of the Library, though he expected that some parts of it would be inaccessible for certain periods of time.

In response to Councilmember Williams, the Library Director confirmed that free access to the second floor and the special exhibits could be provided to low-income youth. He stated that it is common practice for businesses to sponsor groups or special events that would be free of charge. Boardmember Amsler noted that a free pass could be distributed as a reward for completing the summer reading program.

Councilmember Spagnolo concurred with the concepts presented today and noted that there are a lot of opportunities for sponsorships to help offset the operational cost.

In response to Boardmember Filippi, President Pro Tem Nagel confirmed that 1.2 million children could positively benefit from these exhibits.

Mayor Pro Tem Michael loved the concepts and couldn't wait to take his grandchildren to visit the second floor of the Biane Library. He noted that the City Council gave this direction a year ago and there is no reason to change direction now. Mayor Pro Tem Michael was frustrated with the State raiding Redevelopment funds. This has resulted in the City postponing the construction of the water park. This project really has a potential and Mayor Pro Tem Michael challenged staff to figure out how to make it a reality.

Councilmember Williams noted that she would like to put the traditional concept to rest and confirm the Council's desire to build an interactive exhibit space.

MOTION: Moved by Williams, seconded by Spagnolo, to approve the staff recommendations in the staff report. Motion carried 3-0, Chairman/President/Mayor Donald J. Kurth and Agencymember/Boardmember/Councilmember Rex Gutierrez were absent.

Mayor Pro Tem Michael thanked the Library Board of Trustees, the Library Foundation Board and staff for their hard work. He invited all of them to help the City Council present this project to the community.

\* \* \* \* \*

**D. ADJOURNMENT**

Mayor Pro Tem L. Dennis Michael adjourned the meeting at 4:20 p.m.

Respectfully submitted,

\_\_\_\_\_  
Debra L. McNay, MMC  
Assistant City Clerk/Records Manager

Approved by Library Board of Trustees:  
Approved by Library Foundation Board:  
Approved by City Council/Fire Protection District/Redevelopment Agency: November 4, 2009