



**CITY OF SOUTH PASADENA
LIBRARY BOARD OF TRUSTEES**

**MINUTES
REGULAR MEETING
THURSDAY, APRIL 9, 2026, AT 7:00 P.M.**

CALL TO ORDER:

The Meeting of the South Pasadena Library Board of Trustees was called to order by President Minsun Meeker on Thursday, April 9, 2026, at 7:01 P.M. in the Library Conference Room, 1100 Oxley Street, South Pasadena, California.

ROLL CALL:

PRESENT

President	Minsun Meeker
Trustee	Richard Elbaum
Trustee	Eric Forman
Youth Commissioner	Inah Chang

ABSENT

Vice President	Dean Serwin
Secretary	Ed Pearson

Sean Faye, Library Administrative Assistant, announced a quorum.

CITY STAFF PRESENT:

Matthew Patsel, Library Director, Cathy Billings, Assistant Library Director, and Sean Faye, Library Administrative Assistant, were present at Roll Call.

PUBLIC COMMENT

1. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)

In Person Comments:

None.

PRESENTATIONS

2. CHIEF FINANCIAL OFFICER NICK KIMBALL: BUDGET OVERVIEW

Assistant City Manager and Chief Financial Officer Nick Kimball provided an overview of the City's budget, including its structure, revenue sources, and expenditures. He noted that the City budget is a legally binding annual financial plan totaling approximately \$90 million across all funds. The General Fund, which supports most daily services including library operations, is about \$43 million, with the remainder in restricted funds such as Internal Services, Special Revenue, and Enterprise Funds. The Fiscal Year 2026–2027 budget is expected to be adopted at the June 17, 2026, City Council meeting.

[Chief Financial Officer Nick Kimball left the Library Board of Trustees meeting at 7:40 p.m.]

ACTION/DISCUSSION

3. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA

None.

4. APPROVAL OF MINUTES OF MARCH 12, 2026, LIBRARY BOARD OF TRUSTEES MEETING

Recommendation

It is recommended that the Board review and consider approval of the March 12, 2026, Meeting Minutes.

BOARD ACTION AND MOTION

A motion was made by Trustee Elbaum, seconded by Trustee Forman, and approved by a roll call vote to approve Item No. 4, as presented by staff. The motion carried 3-0-2-0 by the following vote:

AYES: Elbaum, Forman, Meeker

NOES: None.

ABSENT: Pearson, Serwin

ABSTAINED: None.

5. REVIEW AND RECOMMEND ADOPTION OF REVISED DISPLAY POLICY

Recommendation

It is recommended that the Board review and approve the Library's revised Display Policy.

BOARD ACTION AND MOTION

A motion was made by Trustee Forman, seconded by Trustee Elbaum, and approved by a roll call vote to approve Item No. 5, as presented by staff. The motion carried 3-0-2-0 by the following vote:

AYES: Elbaum, Forman, Meeker

NOES: None.

ABSENT: Pearson, Serwin

ABSTAINED: None.

6. REQUEST TO RESCIND POLICY ON LIMITATIONS OF USE OF STEINWAY PIANO

Recommendation

It is recommended that the Board review and approve the Library's request to rescind this obsolete policy.

BOARD ACTION AND MOTION

A motion was made by Trustee Forman, seconded by Trustee Elbaum, and approved by a roll call vote to approve Item No. 6, as presented by staff. The motion carried 3-0-2-0 by the following vote:

AYES: Elbaum, Forman, Meeker

NOES: None.

ABSENT: Pearson, Serwin

ABSTAINED: None.

7. REVIEW DRAFT RULES OF BEHAVIOR POLICY

Recommendation

It is recommended that the Board review the revised draft of the Rules of Behavior Policy and receive an update from staff on the components that are still in development.

8. VOLUNTEER RECOGNITION EVENT STATUS UPDATE

Recommendation

It is recommended that the Trustees receive an update from staff on the planning for the Volunteer Recognition event.

9. LIBRARY OPERATIONS UPDATE

Staff to provide updates to Trustees about library events and programs, changes or additions to services, and operational matters of note, including staffing changes, project status updates, outreach activities, etc.

COMMUNICATIONS

10. BOARD PRESIDENT COMMUNICATIONS

President Meeker thanked staff for their continued work on programs and expressed her enthusiasm for the upcoming Volunteer Appreciation event. She is very pleased to have new board members participating.

11. BOARD MEMBER COMMUNICATIONS

None.

12. COUNCIL LIAISON COMMUNICATIONS

None. (Council Liaison Jon Primuth was not in attendance.)

13. FRIENDS OF THE LIBRARY REPRESENTATIVE COMMUNICATIONS

None. (Friends Board President Kevin O'Neill was not in attendance.)

14. TRUSTEE LIAISON TO THE FRIENDS COMMUNICATIONS

None. (Trustee Liaison Dean Serwin was not in attendance.)

15. ASSISTANT LIBRARY DIRECTOR COMMUNICATIONS

None.

16. LIBRARY DIRECTOR COMMUNICATIONS

None.

PUBLIC COMMENT - CONTINUED

17. CONTINUED PUBLIC COMMENT – GENERAL

None.

ADJOURNMENT

There being no further matters, President Minsun Meeker adjourned the meeting of the Library Board of Trustees at 8:27 P.M. to the next Regular Library Board of Trustees meeting scheduled for May 14, 2026.

Respectfully submitted:

Signed by:
Sean Faye
840EF1F086624F3...
Sean Faye
Staff Liaison, Library Administrative Assistant

APPROVED:

DocuSigned by:
Minsun Meeker
2E8765B9DE2E4B6...
Minsun Meeker
President

ATTEST:

Signed by:
Sean Faye
840EF1F086624F3...
Sean Faye
Staff Liaison, Library Administrative Assistant