
CITY OF DANA POINT

LIBRARY AND SEA TERRACE PARK SUBCOMMITTEE

MINUTES

Thursday, November 11, 2005
3:00 p.m.

City Hall Offices
City Administration
33282 Golden Lantern
Dana Point, CA 92629

1. CALL TO ORDER

The meeting was called to order at 3:04 p.m.

2. PLEDGE OF ALLEGIANCE

3. SUBCOMMITTEE ROLL CALL & INTRODUCTIONS

Present:

Mayor Wayne Rayfield, Vice-Chair

Philip Bordeaux, Lloyd Charton, Lynn Dawson, Bill Johnson,
Michael Mata, Judy Smith, Joanna Adrian, Karin Schnell

Absent: Councilmember James Lacy, Chairman
Michael Gagnet

4. PUBLIC COMMENTS

There were no public comments.

5. MEETING MINUTES

The September 26, 2005 meeting minutes were approved as corrected.

6. REPORT ON FULL SERVICE LIBRARY OPERATIONS V. COUNTY LIBRARY OPERATIONS

In addition to presenting the report, Ms. Wolf mentioned that John Adams, the County Librarian was willing to discuss local library budgets with the Subcommittee by making a presentation at a future meeting. The Subcommittee agreed that it would be a good idea to have Mr. Adams, as well as the Friends of the Dana Point Library attend a meeting in the future.

7. SITE VISITS PRESENTATION (NEWPORT CENTRAL, CARLSBAD, AND MISSION VIEJO TOURS)

Ms. Wolf provided a short power point presentation with pictures of the Newport Central and Carlsbad Libraries and invited the group to share any additional information they gathered from the tours with the entire Subcommittee. The group planned to tour the Mission Viejo Library on Thursday, November 17, 2005 at 2:00 p.m. The Subcommittee asked Ms. Wolf to research the completion of the City of Orange library.

Subcommittee members discussed the advantages and disadvantages of building a city library maintained by the City of Dana Point instead of contracting with the County of Orange for Library Services. The main disadvantage of maintaining a city-operated library is the overhead, administrative, and operating costs associated with operating a separate library. The main advantage is that the City can control the level and quality of library services. The subcommittee members asked Ms. Wolf to find out if the City of San Juan Capistrano had ever considered becoming a City library. Mike, Joanna, Karin, and Phil decided that they would try and setup a meeting with the County Librarian, John Adams to discuss the two options in depth from the County's perspective.

8. RECOMMENDATION FROM PRIVATE FOUNDATION TASK FORCE

Michael Mata provided a detailed presentation on the advantages and disadvantages of forming a 501 (c) 3 v. forming a 509 (a) 3. The presentation points out that the advantages of becoming a 501 (c) 3 outweigh the advantages of becoming a 509 (a) 3. The subcommittee agreed that the foundation should be independent from the City, which is the main reason for choosing to be structured as 501 (c) 3 with broad support from the community.

The subcommittee agreed that the title of the foundation should incorporate three separate projects including Sea Terrace Park, the Library and a Cultural and Performing Arts Center. The subcommittee suggested temporarily naming the foundation the Dana Point Performing and Cultural Arts, Library and Sea Terrace Park Foundation.

Additionally, the subcommittee discussed who would be interested in participating in the new foundation as a board member. Mayor Rayfield suggested that subcommittee members bring back names of people in the community who would be willing to become foundation board members. The subcommittee members requested seed money from the City of Dana Point to pay for startup costs including drafting Articles of Incorporation, Bylaws, and the IRS tax-exempt application. The new foundation Board Members will

be in charge of operating the foundation following the initial administrative steps. Finally, Vice Chairman Wayne Rayfield made a recommendation to accept the Private Foundation Task Force's recommendation to form a 501 (c) 3 non-profit organization. The recommendation was moved by Lynn Dawson and seconded by Bill Johnson. AYES:9, NOES: 0

9. SEA TERRACE PARK IMPROVEMENTS, PRELIMINARY DISCUSSION

The Subcommittee asked staff to bring back some information regarding Sea Terrace Park including a map of the park, the history of the park, funds available for the park, revised Sea Terrace Park site plan, diagram of the floor plan of the library, Sea Terrace Park reference items and survey information from the Master Plan. The subcommittee members agreed not to have RJM Design Group attend the meeting.

Lynn Dawson suggested that all members walk Sea Terrace Park (if possible) prior to the next meeting.

10. STAFF REPORTS

11. SUBCOMMITTEE REPORTS

12. NEXT MEETING / ADJORNMENT

The meeting was adjourned at 5:16 p.m., and the next meeting has been set for Thursday, December 15th at 3:00 p.m. in the Old EOC.

Approved: