

# MINUTES

**MEETING OF:** LIBRARY BOARD OF TRUSTEES MEETING  
**DATE OF MEETING:** Wednesday, April 18, 2018  
**PLACE OF MEETING:** Carlsbad City Library Board Room  
1775 Dove Lane, Carlsbad, CA 92011

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Approved: *5/16/18 mv*

## CALL TO ORDER:

Chair Hulsart called the meeting to order at 5 p.m.

## ROLL CALL:

Present: Trustees DeForest, Hinman, Hulsart, Parsons, and Pearson

Absent: None

Staff Present: Heather Pizzuto, Library & Cultural Arts Director  
Suzanne Smithson, Deputy Library Director  
Diane Bednarski, Deputy Library Director  
Fiona Everett, Senior Management Analyst  
Viktor Sjöberg, Principal Librarian  
Debbie Jo McCool, Associate Analyst  
Megan VanZandt, Senior Office Specialist

Library & Cultural Arts Director Heather Pizzuto introduced Erin Peak as the new Senior Librarian for Reference Services.

## APPROVAL OF MINUTES:

By proper motion, the minutes of the Library Board of Trustees meeting of March 21, 2018 were approved. Approved 5-0-0-0.

## PUBLIC COMMENTS:

None.

## MONTHLY LIBRARY REPORTS:

The Board received the monthly library report for March 2018. At a future meeting staff will showcase the GoPro Fusion cameras acquired as a part of the California State Library, Libraries Illuminated grant project. The Board members confirmed receiving an invitation to the Career Online High School Graduation for three graduates on April 28 at 2 p.m. at the Library Learning Center.

## CARLSBAD READS TOGETHER 2018 REPORT:

The Board received a final report on Carlsbad Reads Together 2018.

## CHAIR AND VICE CHAIR REPORT ON THE BOARDS AND COMMISSIONS TRAINING:

Chair Hulsart and Vice Chair DeForest presented the Board with an overview of the March 23, 2018 board and commission chair and vice chair training.

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Director Pizzuto discussed the upcoming City Council meeting where the city council will discuss possible revisions to the municipal code sections pertaining to board and commission practices and procedures.

**2018 LIBRARY BOARD OF TRUSTEES MEETING SCHEDULE:**

The Board discussed the 2018 Library Board of Trustees meeting schedule; members agreed to continue the current meeting start time of 5 p.m. in order to promote broad participation in Library Board meetings.

**DIRECTOR'S REPORT:**

Director Pizzuto briefed the Board on a variety of topics: current recruitments, retirements and work efforts with The Centre for Organization Effectiveness to pursue talent development and succession planning; recent conference attendance; City Council annual goal setting; upcoming city budget dates; the biennial survey of Library & Cultural Arts services; ballot drop-off and polling location for the June 5 election; and updates on the Dove Library café' lease negotiations as well as Dove library courtyard festoon lighting.

**FOUNDATION REPORT:**

Representative Hulsart reported on the upcoming Sept. 15 Night at the Library Gala.

**FRIENDS OF THE LIBRARY REPORT:**

Representative Hulsart reported there will now be a boutique section of books at the Dove Library Bookstore.

**NORTH SAN DIEGO COUNTY GENEALOGICAL SOCIETY REPORT:**

Board Liaison Cindy Goodger summarized recent and upcoming programs and events. Membership was reported at 295 members currently. Goodger announced that she would be moving and NSDCGS member Marguerite Kealey will represent the society at the May Library Board meeting.

**LIBRARY BOARD COMMENTS/ANNOUNCEMENTS:**

Trustee Hinman advised that she will be moving out of Carlsbad and will not seek reappointment to the Board after her term is complete in May.

**ADJOURNMENT:**

By proper motion (DeForest/Parsons) and vote the meeting was adjourned at 5:55 p.m.

Respectfully submitted,



Megan VanZandt  
Senior Office Specialist