



LIBRARY BOARD OF TRUSTEES

Minutes

Approved: 3-27-19 ^{MW}

ITEM #3

MEETING OF: LIBRARY BOARD OF TRUSTEES MEETING
DATE OF MEETING: Wednesday, Feb. 27, 2019
PLACE OF MEETING: City Council Chamber
1200 Carlsbad Village Drive, Carlsbad, CA 92008

CALL TO ORDER:

Chair DeForest called the meeting to order at 5:00 p.m.

ROLL CALL:

Present: Trustees DeForest, Hulsart, Larson, 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

APPROVAL OF MINUTES:

By proper motion, the minutes of the Library Board of Trustees meeting of Jan. 23, 2019 were approved. Approved 5-0-0-0.

PUBLIC COMMENTS:

None.

MONTHLY LIBRARY REPORTS:

The board received the monthly library report for January 2019.

TECHNOLOGY REPORT AND UPDATE:

The board received the quarterly technology report for the period of October to December 2018. Senior Business Systems Specialist Devin Castel provided the board with highlights and trends on the report, along with an update on Integrated Library System security measures.

WORK PLAN AND REVIEW OF CMC CHAPTERS 2.16 AND 3.24:

The board reviewed sample workplans and CMC Chapters 2.16 and 3.24, provided feedback and agreed to continue discussion of the item to the next meeting.

FOOD AND BEVERAGE POLICY REVISION:

By proper motion, revisions of the Food and Beverage policy were approved.
Approved 5-0-0-0.

FALKENSTEIN ESTATE GIFT:

By proper motion, the board agreed to continue the discussion of the Falkenstein Estate gift to a future meeting, within the next three months. Approved 5-0-0-0.

DIRECTOR'S REPORT:

Director Pizzuto briefed the board on a variety of topics: an upcoming talent development and succession planning staff workshop; progress on the Café; and an update on the budget timelines and process.

FOUNDATION REPORT:

Representative Larson advised the entertainment has been identified for the upcoming Sept. 21 "Night at the Library" gala and the efforts being done to get the word out about the event.

FRIENDS OF THE LIBRARY REPORT:

Representative Hulsart advised the next meeting will be in March.

NORTH SAN DIEGO COUNTY GENEALOGICAL SOCIETY REPORT:

Board Liaison Sue Madsen summarized recent and upcoming programs and events.

LIBRARY BOARD COMMENTS/ANNOUNCEMENTS:

None.

ADJOURNMENT:

By proper motion (Parsons/Hulsart) and vote the meeting was adjourned at 6:37 p.m.

Respectfully submitted,



Megan VanZandt,
Senior Office Specialist