

Approved: 6-26-19 <sup>MLW</sup>



**LIBRARY BOARD OF TRUSTEES**

ITEM #3

# Minutes

**MEETING OF:** LIBRARY BOARD OF TRUSTEES MEETING  
**DATE OF MEETING:** Wednesday, April 24, 2019  
**PLACE OF MEETING:** City Council Chamber  
1200 Carlsbad Village Drive, Carlsbad, CA 92008

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**CALL TO ORDER:**

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

**ROLL CALL:**

Present: Trustees DeForest, Hulsart, Larson and Pearson  
Absent: Trustee Parsons

Staff Present: Heather Pizzuto, Library & Cultural Arts 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 March 27, 2019 were approved. Approved 3-0-1-1 (Trustee Pearson abstain and Trustee Parsons absent)

**PUBLIC COMMENTS:**

None.

**MONTHLY LIBRARY REPORTS:**

The board received the monthly library report for March 2019.

**WORK PLAN AND REVIEW OF CMC CHAPTERS 2.16 AND 3.24:**

By proper motion, the board approved submitting the draft Library Board of Trustees work plan for FY 2019-20 to City Council for consideration. Approved 4-0-0-1 (Trustee Parsons absent)

The board reviewed prior recommended edits to sections of the Carlsbad Municipal Code related to the role of the Library Board with Assistant City Attorney Walter Chung. Assistant City Attorney Chung advised that the changes recommended by the board will be considered as part of the Municipal Code update anticipated to resume in FY 2019-20 once additional attorney resources are secured, unless the board expressed urgency to modify the ordinance sooner. The board took no additional action.

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**FALKENSTEIN ESTATE GIFT:**

The board received information from Assistant City Attorney Walter Chung regarding potential uses of the Falkenstein Estate gift funds, and discussed several options.

**FY 2019-20 BUDGET OVERVIEW:**

Senior Management Analyst Fiona Everett and Associate Analyst Debbie Jo McCool provided the board with an overview of the budget timeline, the new budget process, the FY 2019-20 Library & Cultural Arts Department budget submittal, supplemental budget requests and upcoming public budget meeting dates, along with responding to questions from the board.

By proper motion, the board concurred with the Library & Cultural Arts budget submittal for FY 2019-20. Approved 4-0-0-1 (Trustee Parsons absent)

**DIRECTOR'S REPORT:**

Senior Management Analyst Everett briefed the board regarding progress on the café and Director Pizzuto announced that Deputy Director Suzanne Smithson was representing Carlsbad City Library at the State Library Director's Forum in Sacramento. She also offered a future presentation to the Library Board by Carlsbad's Chief Innovation Officer David Graham and reminded the board of the upcoming Career Online High School graduation.

**FOUNDATION REPORT:**

Representative Larson advised of outreach occurring to gain sponsorships for the upcoming Sept. 21 "Night at the Library" gala, and provided details about the Spring Social event on May 10.

**FRIENDS OF THE LIBRARY REPORT:**

Representative Hulsart advised the next meeting will be in May.

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

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

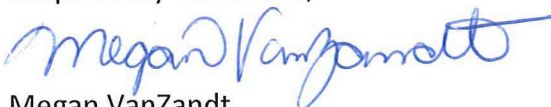
**LIBRARY BOARD COMMENTS/ANNOUNCEMENTS:**

Chair DeForest advised he will be unable to attend the May Library Board of Trustees meeting.

**ADJOURNMENT:**

By proper motion (Larson/Pearson) and vote the meeting was adjourned at 6:42 p.m.

Respectfully submitted,



Megan VanZandt,  
Senior Office Specialist