

Approved: 2-26-20 [Signature]



LIBRARY BOARD OF TRUSTEES

ITEM #3

Minutes

MEETING OF: LIBRARY BOARD OF TRUSTEES MEETING
DATE OF MEETING: Wednesday, January 22, 2020
PLACE OF MEETING: Gowland Meeting Room-Carlsbad City Library
1775 Dove Lane, Carlsbad, CA 92011

CALL TO ORDER: 4:00 p.m.

ROLL CALL: Trustees Hulsart, Larson, McBride and Parsons (DeForest -Absent)

STAFF PRESENT: Heather Pizzuto, Library & Cultural Arts Director
Diane Bednarski, Deputy Library Director
Suzanne Smithson, Deputy Library Director
Fiona Everett, Senior Management Analyst
Debbie Jo McCool, Associate Analyst
Sheila Crosby, Principal Librarian
Jessica Padilla-Bowen, Community Relations Manager
Mayra Turchiano, Community Outreach Supervisor
Jennifer Davidson, Senior Office Specialist
Daisy Hernandez, Senior Office Specialist

Deputy Library Director Suzanne Smithson introduced Sheila Crosby as the new Principal Librarian and Mayra Turchiano as the new Community Outreach Supervisor Bilingual Services at the Library Learning Center. Senior Management Analyst Fiona Everett introduced Daisy Hernandez as the new Senior Office Specialist for the Library & Cultural Arts Department.

APPROVAL OF MINUTES:

Minutes of the Library Board of Trustees meeting held on Dec. 11, 2019. Motion by Hulsart, seconded by Trustee McBride, to approve the Minutes of the meeting held on Dec. 11, 2019 as presented. Motion carried, 3/0/1/1 (DeForest-Absent, Parsons-Abstain).

PUBLIC COMMENTS: None.

MONTHLY LIBRARY REPORTS: The board received the monthly library report for Nov. and Dec. of 2019.

FY 2020-21 BUDGET POLICIES AND TIMELINES: Senior Manager Analyst Fiona Everett provided the board with information on the FY 2020-21 budget policies and timelines.

SEMI ANNUAL LIBRARY DONATION REPORT: Management Analyst Debbie Jo McCool updated the board on donations received for the period of Jul. to Dec. 2019.

COMMUNITY RELATIONS DIVISION OVERVIEW AND UPDATES: Community Relations Supervisor, Jessica Padilla-Bowen presented an overview of the Community Relations Division. Trustee Parsons inquired about the Little Free Libraries placed in Carlsbad neighborhoods last year, and the possible availability of excess book donations for restocking these. Director Pizzuto described the partnership between Pacific Ridge School and the city's neighborhood services program. She offered to provide more information to anyone interested in the project.

AMENDED POLICIES: Introduction and approval of amended policy Display & Distribution of Materials. Motion by Trustee Hulsart, seconded by McBride, to approve the amended policy on Donations of Material to the Library. Motion carried, 4/0/1/0 (DeForest-Absent).

DIRECTOR'S REPORT: Director Pizzuto briefed the board on a variety of topics: Library Assistant and part-time Volunteer Coordinator recruitments in progress; Director recruitment launching in February; selection of a consultant and progress on the technology vision and strategic staffing study; and the Library Board's work plan approved by City Council Jan. 14.

FOUNDATION REPORT: Representative McBride advised the Foundation has established the level of endowment funding available for the department's use during FY 2020-21, and the tentative date for "Night at the Library" gala is Oct. 24, 2020.

FRIENDS OF THE LIBRARY REPORT: Representative Hulsart shared that the Friends of the Library holiday boutique was successful and thanked staff for their support.

NORTH SAN DIEGO COUNTY GENEALOGICAL SOCIETY REPORT: Board Liaison Sue Madsen summarized recent and upcoming programs and events. Membership was reported at 253 members currently.

LIBRARY BOARD COMMENTS/ANNOUNCEMENTS: Trustee Larson reported on the Jan. 14 approval by City Council of the board's proposed work plan

ADJOURNMENT: Chair Larson adjourned the meeting at 5:15 p.m.



Jennifer Davidson
Senior Office Specialist