



LIBRARY BOARD OF TRUSTEES

Minutes

MEETING OF: LIBRARY BOARD OF TRUSTEES MEETING
DATE OF MEETING: Wednesday, January 27, 2021
PLACE OF MEETING: Teleconference

CALL TO ORDER: 4:15 p.m. (start delay due to technical difficulties).

ROLL CALL: Trustees DeForest, Hulsart, Larson, McBride and Parsons

STAFF PRESENT: Suzanne Smithson, Library & Cultural Arts Director
Sheila Crosby, Deputy Library Director
Katie Nye, Deputy Library Director
Carrie Scott, Interim Principal Librarian
Fiona Everett, Senior Management Analyst
Debbie Jo McCool, Associate Analyst
Jennifer Davidson, Senior Office Specialist

Library & Cultural Arts Director Suzanne Smithson introduced Katie Nye as the new Deputy Library Director.

APPROVAL OF MINUTES:

Minutes of the Library Board of Trustees meeting held December 9, 2020.
Motion by Trustee McBride, seconded by Trustee Hulsart, to approve the Minutes of the meeting held on December 9, 2020 as presented. Motion carried, 4/0/0/1 (Parsons – Abstain).

PUBLIC COMMENTS: None.

MONTHLY LIBRARY REPORTS: The board received the monthly library report for November and December 2020.

FY 2021-22 BUDGET POLICIES AND TIMELINES: Senior Manager Analyst Fiona Everett provided the board with information on the FY 2021-22 budget policies and timelines.

SEMI ANNUAL LIBRARY DONATION REPORT: Associate Analyst Debbie Jo McCool updated the board on donations received for the period of Jul. to Dec. 2020.

APPROVAL OF LIBRARY BOARD OF TRUSTEES 2020-2021 WORKPLAN: Motion by Trustee Parsons, seconded by Trustee DeForest, to approve the Library Board of Trustees 2020-2021 Workplan as presented. Approved, 5/0/0/0.

LIBRARY SERVICES DURING COVID-19: The board received an update and presentation from Library & Cultural Arts Director Suzanne Smithson on library services during COVID-19 including new online research information services; call in curbside service launched Dec. 1; virtual programs; online payments of fines and fees; and a preview of upcoming events and programs.

DIRECTOR'S REPORT: Director Smithson updated the board on a variety of topics: new Deputy Library Director Katie Nye; recruitment currently open for Principal Librarian position; upcoming recruitments for Community Relations Manager and Senior Librarian for Children's Services; four staff completed their master's degrees; website testers for city website update; American Library Association (ALA) Midwinter Conference; Carlsbad Reads Together in April; service and computer desk reconfigurations at Georgina Cole Library; and an update on east parking lot construction at Carlsbad City Library on Dove Lane.

FOUNDATION REPORT: Representative McBride reported the Carlsbad Library & Arts Foundation had a good financial year. The Foundation appreciated being recognized for their support of the ukulele program and look forward to additional opportunities.

FRIENDS OF THE LIBRARY REPORT: Representative Hulsart shared that the Carlsbad Friends of the Library donated one thousand dollars in remembrance of Jodi Good, former bookstore manager at the Georgina Cole Library who recently passed away. The Carlsbad Friends of the Library have started discussions on re-opening of the bookstores. Representative Hulsart was pleased with the recent Paws to Read virtual program.

NORTH SAN DIEGO COUNTY GENEALOGICAL SOCIETY REPORT: Board Liaison Mary Millet updated the board on a variety of topics: all NSDCGS activities will be done virtually through June 2021; the Spring seminar; appreciation to the Georgina Cole Library genealogical division and all the fine services offered.

LIBRARY BOARD COMMENTS/ANNOUNCEMENTS: The Trustees offered their gratitude to staff for the various ways they continue to support the community.

ADJOURNMENT: Chair Larson adjourned the meeting at 5:29 p.m.



Jennifer Davidson
Senior Office Specialist