

**Minutes of the Regular Meeting
Of the Board of Library Trustees
June 6, 2016**



TRUSTEES PRESENT: Betsy Megas, Ashish Mangla, Barbara Vance, Peter Yoon

EXCUSED ABSENCE: None

STAFF PRESENT: Paul Sims, Assistant City Librarian
Erin Ulrich, Program Coordinator-Youth Services

MEMBERS OF THE PUBLIC: Kate Degelau-Pierce, Foundation & Friends Associate Executive Director
Julia O'Keefe, READ Santa Clara
Steve DeWinter, Author
Stephen Ricossa, Chair of the Mission City Community Fund

MATTERS FOR COUNCIL ACTION:

None

I. CALL TO ORDER

Chair Megas called the meeting to order at 6:35 p.m.

II. MINUTES OF THE APRIL 18, 2016 MEETING

Trustee Mangla requested an addition of his comments regarding the importance of having Teen space at the Mission Branch Library.

The Board discussed how to approve minutes since there will be three vacancies. Staff will need to check with the City Clerk.

III. CORRESPONDENCE

A comment regarding the Library's LGBTQ display was read aloud. A comment suggesting the Library replace stop signs with yield signs in the parking lot of the Central Park Library. That matter will be forwarded to the City's Street's division.

IV. GIFTS

None

V. PUBLIC PRESENTATIONS

A. Library Foundation

The Associate Executive Director reported that Annual Newsletter was coming soon.

Keypoint Credit Union will present a check next Monday, June 13, 2016. New Grants were submitted for Mission Community Fund / Mazda Community Fund. The Foundation & Friends nominated Trustee Megas for the Community Quarterback Award through the 49ers Foundation. Trustee Megas made a large donation to the Foundation & Friends designated for the READ Program.

- B. Public Input (not agendized)**
None

VI. UNFINISHED BUSINESS

A. Mission Library Renovation

Mission Library Renovation continues with the plan to begin construction in January 2017. Architects have revised their final schematic design based on input from the Special Board of Library Trustees meeting on April 18th, the Public Meeting on May 25th, and three READ Tutor/Learner stakeholder meetings. The scope of the project was scaled back to meet the \$2 Million construction budget. Northwest corner exterior landscaping was removed, additional window glazing, fireplace, and some skylights were removed as well. READ Santa Clara will have one dedicated office for two people. There would be one 6-8 group meeting room, one 4 person study room, and three 2 person study rooms. In accordance with the Library's Meeting Room Policy all rooms are reservable in advance by READ Santa Clara Tutors and on a first-come, first-served basis for library patrons.

B. Virtual Library Cards for Students of SCUSD

Staff met with the School District and the Library's plans are moving forward to virtual e-card to all students. The library plans to send a link to all registered students who wish to obtain access to the Library's electronic online database of articles and research.

VII. NEW BUSINESS

A. Summer Reading Program/Erin Ulrich Presentation

Erin Ulrich presented the Library's Summer Reading Program including the Keypoint Partnership to host kids at the San Jose Giants. Participants will be given an extra two weeks to return their reading logs right up to the beginning of School. This will also increase the number of participants who reach their reading goals. Teen Summer Reading programs will include movies and pizza. Adult Summer Reading will have a three book goal and adult readers will also receive credit for attending programs toward finishing.

B. Board Vacancies Review

Board interviews and selection will be held on Tuesday, June 21, 2016. There will also be a special meeting to acknowledge the service of outgoing trustees on June 28th.

C. Girls Who Code Graduation/Erin Ulrich Report

The Foundation provided grants for laptops for the Girls Who Code programs at Central & Northside libraries. The laptops replaced the need for dedicated use of Tech Centers. Central Library had sixteen out of twenty signups graduate and Northside had twenty participants who graduated. Graduation was held May 15th, 2016 at the Central Library for five local clubs

including Santa Clara High School, Cupertino Library and Kennedy Middle School. 175 graduates and their families and friends attended.

D. Lynda.com and Hoopla;

The Assistant City Librarian demonstrated two new electronic resources. Lynda.com has curated and vetted video tutorials on a variety of technical and non-technical skills. Hoopla delivers streaming movies, music, eBooks, graphic novels and audiobooks to library patrons. San Francisco, San Jose and Sunnyvale Public Libraries have purchased Hoopla and it is extremely popular with their patrons.

VIII. CITY LIBRARIAN'S REPORT

A. Library Monthly Report – April 2016

Due to the recent retirement of the Senior Library Assistant in Admin, the April 2016 report will be delayed.

C. Personnel

Recruiting for the Senior Library Assistant has started. Interviews are being scheduled at the end of June for Program Coordinator-Adult Services. The Library's Book mender and Processor will be retiring after 28 years.

IX. MATTERS OF TRUSTEE INTEREST

A. Suggestions Turned in to Staff

Read aloud as a part of Correspondence.

B. Future Agenda Topics

Trustee Megas requested Minutes to be delivered on a timely fashion. Discussion ensued about whether recording for transcription purposes would be a problem.

Trustee Megas encouraged the Library staff to review the Library policies on a regular basis, post the Library policies online, create a welcome brochure in multiple languages, and have tours of the library.

C. Trustee Mangla made a motion for the board to acknowledge Hillary Brookshire's years of service to the Board. Trustee Yoon seconded. The motion passed with a unanimous vote.

X. REPORTS OF TRUSTEE CONFERENCE AND TRAVEL

No reports of official trustee conferences and travel.

XI. CALENDAR

A. No Meeting on July 4, 2016

B. Board of Library Trustees Meeting, Board Room, Monday, August 1, 2016, 6:30p.m.

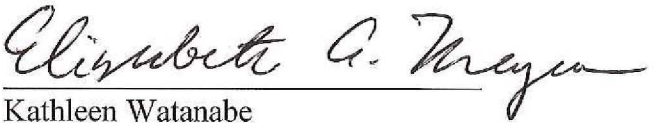
C. Summer Reading Kick off, Saturday June 11, 2016, Central Park Library, 1 p.m.

- D. Selection of new Board of Library Trustee Members, Tuesday, June 28, 2016, Council Chambers.

XII. ADJOURNMENT

There being no further business, Trustee Megas made a motion to adjourn the meeting at 8:31 p.m. to Monday, August 1, 2016 for the regular meeting in the Board Room at Central Park Library, with a second from Trustee Vance. The motion passed with a unanimous vote.

Respectfully submitted,

for 
Kathleen Watanabe
Secretary to the Board of Library Trustees