



"Gather, Learn and Celebrate!"

**Minutes
Regular Meeting
Board of Library Trustees**

**Monday, November 16, 2015
6:00 P.M.**

**Library 2nd Floor Conference Room
275 Main Street, Watsonville**

1.0 Roll Call

Members present: Banales, Danna, Espinoza, Hoffman, Morales, Sanchez and Tapiz.

Staff members present: Carol Heitzig, Library Director and Luz Martinez, Executive Assistant

2.0 Approval of Minutes

Trustee Danna moved for approval of minutes; seconded by Trustee Morales.

Minutes of October 19, 2015 were approved as written with 7 Ayes.

3.0 Emergency Additions to Agenda

No additions at this time

4.0 Communications

4.1 Communications from the Public or Trustees

Trustee Danna and Trustee Banales attended the On the Same Page Author Event presentation by Luis Alberto Urrea. They both were amazed with the presentation.

Trustee Tapiz recently joined the head start policies program. It was found that the in-kind contribution of father participation was low. Trustee Tapiz suggested that the form require the signature of both parents. He hoped that the fathers would do their in-kind contribution by reading to their children at night. We hope to see more fathers at the library in the New Year.

4.2 Oral Communications from the Library Director

No communications at this time.

4.2.1 Comment Form Review

The Library Director distributed a summarized sheet of the comment forms submitted this month. She briefly explained her response to each comment.

5.0 Unfinished Business

5.1 Change of Hours for the Freedom Branch

Last month the Library Board approved to change the operating hours at the Freedom Branch: the news hours would be 10:00am-2:00pm on Saturday and 2:00pm-6:00pm on Monday. After looking at the schedules and the hours gained when staff returns to 40 hour work week we realized there are enough staff hours to open Freedom on Monday from 10:00am-6:00pm without taking the hours from Saturday. Trustee Danna motioned to change the Freedom Branch Hours on Monday to 10:00am-6:00pm and Freedom Homework Center to 3:00pm-6:00pm; all other operating hours will remain the same including the hours at Main; seconded by Trustee Espinoza the motion passed with 7 ayes.

6.0 New Business

6.1 December Board Meeting

After a brief discussion the Library Board decided to cancel the December meeting unless an emergency arises. They also agreed to meet the second Monday of January and February to avoid the holidays.

6.2 Food for Fines

Food for Fines is on the City Council agenda to approve a two-week period, November 30th through December 11th, where patrons can bring a can of food for each dollar of overdue fines they owe. The food collected will go to Second Harvest.

6.3 Closure Hours for the Holiday Furlough

The Library will be closed Monday, November 23 through the 28 for the Thanksgiving furlough and will be closed Saturday, December 19 through January 3 for the Christmas and New Year furlough. This will be the last year for furloughs.

6.4 Meeting for New City Manager

The Library Director distributed an invitation to Meet & Greet the New City Manager Charles A. Montoya on Thursday, December 3rd from 4:00pm-6:00pm in the Civic Plaza Community Room.

6.5 Good-bye Event for Chief Solano

The Library Director distributed the announcement of Police Chief Manny Solano's retirement event Tuesday, November 17th from 4:00pm-6:00pm in the Civic Plaza Community Room.

7.0 Programming Updates

7.1 November and December Programs

The Library Director distributed the fliers for the various upcoming library programs.

8.0 Reports

8.1 Friends' of the Library

8.1.1 Grant Approval

The Friends of the library put \$150,000 to a flex account which will be used for library grants.

Their first grant of \$5,000 was awarded for the establishment of a LittleBits program. Participants will learn about and make electronic creations with the help of staff from the Science Workshop.

9.0 Adjournment

7:00 pm