



"Gather, Learn and Celebrate!"

**Minutes
Regular Meeting
Board of Library Trustees**

**Monday, February 22, 2016
6:00 P.M.**

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

1.0 Roll Call

Members present: Banales, Danna, Hoffman, 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 Sanchez.

Minutes of January 11, 2016 were approved as written with 5 Ayes.

3.0 Emergency Additions to Agenda

No additions at this time

4.0 Communications

4.1 Communications from the Public or Trustees

Trustee Banales attended a Minecraft program at the Capitola Library which she thinks would be great to offer here at our library. An instructor led workshops with the kids. The Library Director will discuss the recommendation with the teen librarian.

Trustee Danna enjoyed the Friends' Annual Meeting. She was able to meet the City Manager Charles Montoya.

4.2 Oral Communications from the Library Director

The Library Director distributed the March Calendar of Events for the Library.

Marissa Jacobo has been hired as the new half-time Children's Librarian.

4.2.1 Comment Form Review

The Library Director distributed two wonderful comment forms complementing our staff, displays, and the Inter-Library Loan. The Library Director briefly explained how the Inter-Library Loan works.

Trustee Banales has also had great experiences with staff and will remember to write a comment form next time.

5.0 Old Business

5.1 LFA Agreement

The City Council passed and signed the LFA agreement. They did feel that the reduction for Watsonville was unfair. It was understood that Watsonville only had one vote. The Finance Authority Agreement is a five year agreement. The Council would like to revisit this agreement in four years.

The bond measures for libraries in the Santa Cruz County do not include Watsonville; the outcome of the measure might affect the flexibility of the agreement. The 64 million bond measure is for the capital improvement of buildings.

5.2 Digitalization Project Status

660 Register Pajaronian microfilms going back to 1860 have been digitalized. We have a few housekeeping things to do before it goes live online. Once it is online patrons will be able to access it from anywhere and do keyword searches. We will continue to keep the microfilm. It cost the library about \$40,000.

5.3 STEAM Program

The program has been a great success and will continue beyond the grant period (ending in May). Each week the crafts are displayed behind the circulation desk.

6.0 New Business

6.1 Library Budget – Mid-Year Review

The City Council will be reviewing the budget at their next meeting. Due to the new LFA agreement the council might focus more on the library. The numbers currently will show the library in the red but we are not spending the monies appropriated for capital improvement and will balance the budget.

Next year the library will look at the payments the city charges to the library for other on-going city costs and try to reduce those charges. We have about \$300,000 in reserves. The budget is currently fine but we will need to be more cautious this upcoming year.

7.0 Reports

7.1 Friends' of the Library

They had a very successful Annual Meeting. The Golden China Fundraiser agreement has been renewed for another year. The Friends' raised \$3,200 last year from the generous support of Golden China.

7.2 Programs

The Library Director distributed the flyer for the Film Screening Latino Americans 500 Years of History.

8.0 Adjournment

6:55 pm