



"Gather, Learn and Celebrate!"

**Minutes
Regular Meeting
Board of Library Trustees**

**Monday, April 18, 2016
6:00 P.M.**

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

1.0 Roll Call

Members present: Banales, Danna, 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 Sanchez.

Minutes of February 22, 2016 were approved as written with 5 Ayes.

3.0 Emergency Additions to Agenda

The Library Director would like to remove 6.2 Good bye event for Assistant City Manager

4.0 Communications

4.1 Communications from the Public or Trustees

Trustee Danna attended the Latino Americans: 500 Years of History Programs. She enjoyed and was impressed with all the community videos. Trustee Banales announced that Cabrillo will be having a similar program in August.

Trustee Hoffman announced the grand opening of the first Watsonville Yoga, Dance and Healing Arts Center will be in July.

Trustee Sanchez is grateful the library provides a space for Project Scout Tax Assistance every year. He also would like to invite everyone to the County Office of Education board meeting on Thursday. They would like community input on the naming of the new Alternative High School.

4.2 Oral Communications from the Library Director

The Library Director distributed the April Calendar of Events for the Library and the invitation for the Volunteer Tea Appreciation.

4.2.1 Comment Form Review

The Library Director distributed the comment forms and briefly explained her responses.

5.0 Unfinished Business

5.1 Digitalization Project Status

We just sent the last 40 Register Pajaronian microfilms to be digitalized. We are having a soft opening for a few anxious patrons. This will allow us to fix some glitches before going live with the site in June. Patrons will be able to do key searches but need to realize that the images will not be perfect. The agreement with the Register Pajaronian is that we will not digitalize the current year therefore library has to decide whether we will continue with microfilm or just collect a copy of the newspaper for that year; the decision will be made based on cost.

5.2 Budget Review

The Library Director was informed that the library budget will need to be reduced. The library has never spent the entire budgeted amount but the budgeted amount was using library reserve funds. With the upcoming changes to the Finance Agreement the library will need to budget more accurately therefore a reduction of \$359,000 needs to be made. We have made a reduction of \$135,000 in our Capital Improvement Funds. We will also be reducing the use of hourly employees. Reductions in the library operating and book budget have been made. A total of \$220,000 reductions have been made this year and we will continue to review budget. A brief discussion followed.

6.0 New Business

6.1 Election of Library Board Chair

Trustee Tapiz nominated Trustee Sanchez as chair; seconded by Trustee Danna.

Trustee Morales nominated Trustee Danna as vice-chair; seconded by Trustee Tapiz.

Trustee Sanchez was appointed as Chair and Trustee Danna appointed as Vice-Chair with a 5 ayes.

6.2 Good bye Event for Assistant City Manager - Removed

6.3 Birding Festival Family Events

A member of the Birding Festival has approached the Friends organization to see if they are interested in helping the expansion of the festival to the Spanish Speaking community. The Library Director does not believe that the Friends are interested however the library will be hosting family oriented birding activities during the month of September. A brief discussion followed.

7.0 Programming Updates

7.1 Summer Reading Program Plans

This year's theme is "Go for the Win" and will start June 4 through July 30. The focus will be on anything at which you can win and excel. This year we are doing all the registrations online.

8.0 Reports

8.1 Children's Program

The April Calendar was previously distributed.

8.2 Latino Americans Grant

This program was well attended and very successful.

8.3 STEAM Program

This program will be extended through the end of summer. The Science Workshop would like to expand the projects beyond the Littlebits and begin using recyclables to help the program become more creative.

Trustee Morales is amazed on how much money has been raised through the Golden China Fundraiser. The owner gives the Friends \$300 dollars a month. The Library Board voted to have their next meeting at the Restaurant to show their appreciation.

9.0 Adjournment

7:15 pm