



*"Gather, Learn and Celebrate!"*

**Minutes  
Regular Meeting  
Board of Library Trustees**

**Thursday, April 20, 2017  
6:00 P.M.**

**Library 2<sup>nd</sup> Floor Conference Room  
275 Main Street, Watsonville**

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**1.0 Roll Call**

Members present: Banales, Corrigan, Danna, and Muñoz.

Staff members present: Carol Heitzig, Library Director.

**2.0 Approval of Minutes**

Trustee Danna moved for approval of minutes; seconded by Trustee Corrigan. Minutes of March 13, 2017 were approved as written with 4 Ayes.

**3.0 Communications**

**3.1 Communications from the Public or Trustees**

Trustee Banales invited the board to attend an all day workshop "Train the Trainer" sponsored by Cabrillo College on Saturday, May 6th at the Watsonville Cabrillo Center.

**3.2 Oral Communications from the Library Director**

The Library Director briefly described the library patron banning policy which was approved by the prior library board.

- They are given multiple warnings
- Banned for a day (verbally notified)
- Banned for three months (verbal and written notification)
- Banned permanently (verbal and written notification)

We have had an increase in problem patrons where it has become necessary to call non-emergency for assistance. The Library Director is in the process of

banning four more patrons. If a banned patron enters the library the police are notified to come and escort the patron out.

### **3.2.1 Comment Form Review**

The Library Director informed the board that all the comment forms were complaints regarding the slow internet bandwidth. It is an ongoing problem throughout the city. The library does not have control over the bandwidth but the city is aware of the problem. Unfortunately the solution is to buy additional bandwidth which is expensive.

## **4.0 Unfinished Business**

### **4.1 Review of draft Library Budget**

The Library Director distributed the draft library budget report that will be presented to the City Council at the end of May. She briefly explained the report. Not included in the budget draft estimates are the 8% cannabis tax and any salary increases negotiated by the bargaining units (*negotiations are currently happening with all groups*).

## **5.0 New Business**

### **5.1 Amendment to Library Board By-Laws**

The Library Director proposed to make the following changes to the Library Board bylaw:

Article IX - A. Regular Meetings

1. Regular Meetings of the Board shall be held on the third Thursday of each month, beginning at 6:00 p.m. in the Library Conference Room. The Board shall review the meeting schedule at make any changes if necessary at the first meeting of the calendar year.

The Library Director will get appropriate format and language approval from the City Attorney and will present to library board at the next meeting.

## **6.0 Reports**

### **6.1 Friends of the Library**

The Friends are having their annual meeting on Saturday, May 27<sup>th</sup> with guest speaker from the Santa Cruz Symphony. She will talk about how music has changed her life.

Book sales are going good as well as the Golden China Fundraiser. They were also given an additional \$20,000 from the Stein bequest.

## **6.2 Programs**

### **6.2.1 Cannery Strike Commemoration events**

This was a series of three very successful programs held on Saturdays.

It was well attended by adults and students. Susan Renison did a great job.

### **6.2.2 Volunteer Appreciation Tea**

The Volunteer Appreciation Tea is Wednesday, April 26<sup>th</sup> from 3:00-5:00 p.m.

### **6.2.3 Summer Reading Program Update**

This year's program is "Build a Better World". Library staff is working on a variety of programs. They have simplified the program by having fewer check-ins in the hopes to increase program completion.

## **7.0 Adjournment**

**6:45 p.m.**