



# City of Mountain View

## Minutes - Final

### Board of Library Trustees

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Monday, October 17, 2022

7:00 PM Video Conference with No Physical Meeting Location

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During this declared state of emergency, the meeting will be conducted in accordance with California Government Code §54953(e) as authorized by resolution. Please contact [city.clerk@mountainview.gov](mailto:city.clerk@mountainview.gov) to obtain a copy of the applicable resolution. All members of the Board of Library Trustees will participate in the meeting by video conference, with no physical meeting location.

#### 1. CALL TO ORDER

Chairperson Donahue called the meeting to order at 7:02 p.m.

#### 2. ROLL CALL

PRESENT:

Max Beckman-Harned, Member

Paul Donahue, Chairperson

Sharon Su, Vice Chairperson

Nicole Vogt, Member

Phyllis Bismanovsky, Member

**Present** 5 - Member Max Beckman-Harned, Member Phyllis Bismanovsky, Member Nicole Vogt, Vice Chair Sharon Su, and Chair Paul Donahue

#### 3. MINUTES APPROVAL

##### 3.1 Approval of Minutes from the September 19, 2022 meeting

MOTION - Beckman-Harned/Bismanovsky (M/S) To approve the Minutes from the September 19, 2022 Board of Library Trustees Meeting as presented. Motion carried. Votes taken by roll call.

**Yes:** 5 - Member Beckman-Harned, Member Bismanovsky, Member Vogt, Vice Chair Su, and Chair Donahue

#### 4. ORAL COMMUNICATIONS FROM THE PUBLIC

No comments from the Public.

#### 5. DONATIONS

None.

#### 6. PRESENTATIONS

##### 6.1 Annual Report - Friends of the Mountain View Library Presentation

Friends of the Mountain View Library President Sarah Donahue presented information about the Friends non-profit organization which promotes and raise funds for the Library. There are three primary sources for raising funds, the Friends' lobby shop, book sale events and online book sales. All three sources rely on donations of materials from the community.

Financial report update from 2021, the Friends gave \$13,000 to the Library which is a low amount due to the restrictions and challenges from the pandemic. In 2021 - 2022 that amount increased to nearly \$70,000 as restrictions from the pandemic were lifted, while working with limited number of volunteers. The Friends work as a pass through for organizations providing grants to the Library, noting \$170,000 was given in total however, \$100,000 given as part of the Tides Foundation grant.

The Friends are proud to sponsor funds for events and programs at the Library. The Friends provided scholarship funds to individuals wanting to earn their high school diploma online through the Career Online High School Program. Noting \$40,000 went towards books, \$10,000 towards programming materials/supplies and with \$5,000 towards the Mango Language program. Funds also helped support the following programs and events: Discover and Go, Author visits, Bike Clinics, San Jose Opera.

Each Library Board Member thanked the Friends for their continued support and dedicated work that contributes to the success of the Library's program and events.

Questions from Board Members:

Member Bismanovsky asked about public donations and if there have been an impact on sales as patrons are utilizing more of the electronic resources like the Kindle.

Member Beckman-Harned asked what happens to the books sorted out from the Library collection.

Vice Chairperson Su asked how does the Friends assist with pass through donations and if there's a way to distinguish the donations between the Friends or the Library Department.

Friends President Sarah Donahue informed the Board that many people are using the Kindle or e-services but have not impacted people who are interested in purchasing books. Books that are sorted out from the Library goes to the Friends which they will recycle, reuse or sell at their book sale event. Financial donations go through the Friends or sometimes sent directly to the Library. Library Director Gray shared that it varies and can be a combination of both.

Friends President Sarah Donahue also shared kudos about having a work space at the Library for their volunteers. The work space is rent free compared to other City's Public Libraries. Having no cost or little overhead, majority of the money raised goes directly to support the Library.

## 7. UNFINISHED BUSINESS

None.

## 8. NEW BUSINESS

None.

## 9. BOARD/STAFF ANNOUNCEMENTS, UPDATES, REQUESTS, AND COMMITTEE REPORTS

### 9.1 Library Director's Report

Library Director Gray shared her appreciation and thanked the Friends of the Mountain View Library for their service, dedication and support with programs, materials and events. Noting the Celebration of Services, Library Director Gray thanked Chairperson Donahue and Board Member Beckman-Harned for serving on the Board of Library Trustees for eight years.

Other updates include the Hispanic Heritage chalk mural outside the park doors and upcoming online talks with Jackson Galaxy who is a cat expert.

Questions/Comments from Board Members:

Member Vogt asked if staff felt overwhelmed moderating the online talks. Noting the Jim Butcher, Sci-Fi Month and the Becky Chambers online talks had attendees participating out of state.

Member Beckman-Harned commented about Jim Butcher's platform and how the talk was advertised on his newsletter which may have resulted in higher attendance with people out of state.

Member Beckman-Harned shared it was exciting to see the Bookmobile back, asked if there were any reports regarding the first rounds of operations and if there are plans to expand stops/schedules in the future. Shared his positive experience in the past when the Bookmobile stopped by Microsoft.

Chairperson Donahue asked about how the schools were selected. Noting the Springer School is part of the Los Altos School District but located in Mountain View. Did these schools asked for the Bookmobile to stop at their location.

Vice Chairperson Su asked if anyone within the vicinity can use the Bookmobile or was it closed off to people who were not within the proximity of the Bookmobile's location.

Member Beckman-Harned asked about the outdoor Fall story time through November 15 and if this will stop due to the holiday or if there's a high demand. Will this continue indoor or outdoor, what determine this decision. Also asked about the Pacific Library Partnership, Future of Library Conference, when is it, what's the scope. Are there funds available for Board Members to attend conferences.

Library Director Gray provided the Board Members with the following information:

Staff moderating online talks with attendees from out of state was not challenging and worked out well for the presenter and staff moderator. With the soft re-launch of the Bookmobile, staff is continuing to access the schedule with different stops/locations, all good reports with a few technology issues but otherwise going well.

The schools were selected based on previous routes and list. Staff took into consideration the parking restrictions and being able to maneuver the Bookmobile for accessibility within the parking lot area were factors on selecting the school's location. Staff vacancies is another factor that limits support with coverage for the Bookmobile. The Bookmobile is open to all members of the public and not closed off to anyone.

Fall Story time will continue outdoor due to interest and high attendance. If weather permits, this program will continue to be held outdoors.

Library Director Gray confirmed there is a budget of \$500 available for Board Members to attend a conference. The Library California Association Conference will be held in Sacramento sometime in June and will be in person. The Future of Library Conference is October 18 from 9am – 4pm, this will be the first in person conference. Library Adult Services Manager, Melvyn Yabut who is the Chair of Staff Development Committee for 8 years helped plan the event. Library Youth Services Manager, Tarri Ryan is part of the panel presenting on the student connect card process and impact. Other topics will include book banning, talks on critical thinking and race theory, panel on un-housed individuals, digital lending and access to digital materials.

**9.2**                      **Agenda Setting**

- Review proposed budget items for next Fiscal Year 2023-24
- Approve dates for 2023 Board of Library Trustees Meeting days
- Presentation on Catalog selection

**10. ADJOURNMENT**

Having no further business, Chairperson Donahue adjourned the meeting at 8:09 p.m.

The next Board of Library Trustees meeting will be held on Monday, December 12, 2022 at 7:00 p.m.

Submitted for approval by Joy Phaphakdy.

Approved on December 12, 2022.