



City of Mountain View

Agenda

Board of Library Trustees

Monday, December 12, 2022

7:00 PM

Video Conference with No Physical Meeting Location

Special Meeting

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 to obtain a copy of the applicable resolution. All members of the Board of Library of Trustees will participate in the meeting by video conference, with no physical meeting location.

Members of the public wishing to comment on an item may do so in the following ways:

1. Email comments to lb@mountainview.gov by 5:00 p.m. on the meeting date. Emails will be forwarded to the Board of Library Trustees. Please identify the Agenda Item number in the subject line of your email. All emails received will be entered into the record for the meeting.

2. Provide oral public comments during the meeting:

Online:

You may join the Zoom Webinar using this link: <https://mountainview.gov/meeting>

You will be asked to enter an email address and a name. Your email address will not be disclosed to the public.

When the Chair announces the item on which you wish to speak, click the “raise hand” feature in Zoom. Speakers will be notified of their turn shortly before they are called on to speak.

By phone:

Dial: (669) 900-9128 and enter Webinar ID: 853 3335 6906

When the Chair announces the item on which you wish to speak, dial *9. Phone participants will be called on by the last two digits of their phone number.

When called to speak, please limit your comments to the time allotted (up to 3 minutes, at the discretion of the Chair).

For instructions on using the "raise hand" feature in Zoom, visit https://mountainview.gov/raise_hand.

1. CALL TO ORDER

2. ROLL CALL

3. MINUTES APPROVAL

3.1 Approval of Minutes from the October 17, 2022 meeting

Recommendation: Review and approve minutes from October 17, 2022 meeting.

Attachments: [Board of Library Trustees Minutes October 17, 2022](#)

4. ORAL COMMUNICATIONS FROM THE PUBLIC

5. DONATIONS

5.1 Library Donation

Recommendation: Accept Library Donation.

\$100 - Anonymous

\$250 - Anonymous

\$500 - Anonymous

6. PRESENTATIONS

6.1 Presentation of New Library Discovery Layer

Recommendation: Laura Shea-Clark, Library Manager, Support & Customer Service - Presentation

Attachments: [New Library Discovery Layer Memo](#)

7. UNFINISHED BUSINESS

7.1 Confidentiality of Library Records Policy

Recommendation: Review and approve Confidentiality of Library Records policy.

Attachments: [Confidentiality of Library Records Policy Memo](#)
[Confidentiality Policy - Current](#)
[Confidentiality of Library Records Policy Draft Update](#)

8. NEW BUSINESS

8.1 Board of Library Trustees' Meeting Dates for Calendar Year 2023

Recommendation: Review and approve calendar year 2023 meeting dates.

Attachments: [Board of Library Trustees 2023 Meeting Dates Memo](#)
[Council Advisory Bodies Policy](#)

9. BOARD/STAFF ANNOUNCEMENTS, UPDATES, REQUESTS, AND COMMITTEE REPORTS**9.1 Library Director's Report**

Recommendation: Review Library Director's Report.

Attachments: [Library Director's Report](#)

9.2 Agenda Setting**10. ADJOURNMENT****NOTICE TO THE PUBLIC:**

The agenda and staff reports are available online at <https://mountainview.legistar.com>.

Questions and comments regarding the agenda may be directed to the Library Services Department at (650) 903-6337 or lb@mountainview.gov.

The Board may consider and act on items listed on the agenda in any order. Consideration of the matters noticed herein is not limited by the recommendations indicated herein.

It is the policy of the Library Board that all evening meetings of the Board, including Study Sessions, be adjourned no later than 9:00 p.m., which time is referred to as the normal time of adjournment. No new item of business shall be taken up by the Board after 9:00 p.m. unless the Board has determined by majority vote to set aside this policy. In the event it appears that the entire agenda cannot be completed by the normal time of adjournment, the Board may take up and act upon the more pressing agenda items. All agenda items not considered at the meeting shall be on the agenda of the next regular, special, or adjourned regular meeting unless the Board directs otherwise.

Pursuant to the Americans with Disabilities Act (ADA), if you need special assistance in this meeting, please contact the Community Services Department at (650) 903-6400. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.160 (b) (1))

ADDRESSING THE BOARD:

Interested persons are entitled to speak on any item on the agenda and should make their interest known to the Chair.

Anyone wishing to address the Board on an item not on the agenda may do so during the "Oral Communications" part of the agenda. For any agenda item or for Oral Communications on nonagenda items, if there appears to be a large number of speakers, the Chair may reduce speaking time to no less than 1.5 minutes per speaker unless there is an objection from the Board by majority vote.

Pursuant to Government Code Section 54954.3(b)(1), at least twice the allotted speaking time will be provided to a member of the public who utilizes a translator.