



City of Mountain View

Minutes - Draft

Board of Library Trustees

Monday, February 24, 2025

7:00 PM

Library Program Room - 2nd floor

Special Meeting

1. CALL TO ORDER

Chairperson Higaki called the meeting to order at 7:00 p.m.

2. ROLL CALL

Present 5 - Member Eric Nehrlich, Member Sharon Su, Member Barbara Weesen-Baer, Vice Chair Kuldip Ambastha, and Chair Kristin Higaki

3. MINUTES APPROVAL

3.1 Approval of Minutes from January 27, 2025

MOTION - Nehrlich / Su (M/S) To approve the Minutes from the January 27, 2025, Board of Library Trustees Special Meeting as presented. Motion carried. Votes taken by roll call.

Yes: 5 - Member Nehrlich, Member Su, Member Weesen-Baer, Vice Chair Ambastha, and Chair Higaki

4. ORAL COMMUNICATIONS FROM THE PUBLIC

No public comments.

5. DONATIONS

None.

6. PRESENTATIONS

6.1 Adult Literacy Services, presented by Librarian Mark Jack

Librarian, Mark Jack presented on Adult Literacy programs which includes English as a Second Language (ESL) conversation club, the Learner's program, Career Online High School and Career Success Allowance program. Mark provided a summary of each program and highlighted the interest from the community members, training resource materials, identifying and improving needs based on feedback, sharing future goals and success of each program.

7. UNFINISHED BUSINESS

None.

8. NEW BUSINESS

8.1 Fiscal Year 2024-25 Mid-Year Performance Measures

Library Director, Tracy Gray presented on the updated six months Performance Measures for fiscal year 2024-25. Two new categories were added to help identify measures that are performance or workload related.

This will ensure measures are meeting or exceeding the targeted levels, which could help determine if additional staffing is needed. Each performance measure was reviewed with detail and examples of how the target numbers were set.

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

9.1 Library Director's Report

Librarian, Mark Jack presented on PressReader, a new database for newspapers and magazines online. Noting features such as providing access to over seven thousand magazines and newspapers, sixty different languages, ability to translate articles into eighteen different languages and audible accessibility that will read to you. Accessibility through the desktop version and phone app are both user friendly.

Library Director, Tracy Gray shared updates on the current programs and events in the library including Silicon Valley Reads programs, teen events and programs, the children's Doodle and Discover program, and the Free Tax preparation program.

9.2 Agenda Setting

March Meeting:

- Special meeting to review the City Council Strategic Work-plan Input from Advisory Bodies.

10. ADJOURNMENT

Having no further business, Chairperson Higaki adjourned the meeting at 8:40 p.m.

The next Board of Library Trustees' meeting will be a Special Meeting on Monday, March 17, 2025 at 7:00 p.m.

Minutes submitted for approval by Joy Phaphakdy.