



# City of Mountain View

## Agenda

### Board of Library Trustees

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Monday, September 19, 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 Library Board 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](mailto: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: 843 3812 3817

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](https://mountainview.gov/raise_hand).

## 1. CALL TO ORDER

## 2. ROLL CALL

## 3. MINUTES APPROVAL

### 3.1 Approval of Minutes from the August 15, 2022 meeting

**Recommendation:** Review and approve Minutes from the August 15, 2022 meeting.

**Attachments:** [Library Board of Trustees Minutes August 15, 2022](#)

## 4. ORAL COMMUNICATIONS FROM THE PUBLIC

*This portion of the meeting is reserved for persons wishing to address the Board on any matter not on the agenda. Speakers are limited to three minutes. State law prohibits the Board from acting on non-agenda items.*

## 5. DONATIONS

### 5.1 Library Donation

**Recommendation:** Accept Library Donation.  
\$500 from Heidi Gerster Kikawada

## 6. PRESENTATIONS

### 6.1 Presentation of Caldecott Award Committee Experience

**Recommendation:** Renee Ting, Youth Services Librarian presentation on the Caldecott Award Committee Experience.

## 7. UNFINISHED BUSINESS

### 7.1 Fiscal Year 2021-22 Performance/Workload Measures

**Recommendation:** Review Fiscal Year 2021-22 Performance Measures and Fiscal Year 2018-19 Performance Measures.

**Attachments:** [Fiscal Year 2018-19 Performance Measures](#)  
[Library Department Description, Goals, Performance Measures](#)

### 7.2 Library Card and Borrowing Policy

**Recommendation:** Review and approve Library Card and Borrowing Policy.

Attachments:        [Library Card and Borrowing Policy Draft](#)  
[Library Board Memo for Library Card and Borrowing Policy](#)

## 8. NEW BUSINESS

None

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

*No action will be taken on any questions raised by the Board at this time.*

### 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](mailto: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.

