



# City of Mountain View

Public Library  
585 Franklin Street

## Minutes

### Library Board

*Boardmembers Beckman-Harned, Bismanovsky, Donahue, Vice Chair Vogt, Chair Lopez*

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Monday, May 21, 2018

7:00 PM

Gossamer Conference Room

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#### 1. CALL TO ORDER

Chair Lopez called the meeting to order at 7:05 p.m.

#### 2. ROLL CALL

**Present** 5 - Max Beckman-Harned, Phyllis Bismanovsky, Paul Donahue, Vice Chair Nicole Vogt, and Chair Elena Lopez

#### 3. MINUTES APPROVAL

Motion - M/S Beckman-Harned/Donahue to approve the Library Board minutes of the April 16, 2018 meeting as amended:

At 8:45 p.m. Chair Lopez adjourned the meeting to a Special Library Board meeting to be held April 30, 2018 if needed. If no special meeting is needed, the meeting is adjourned to the next Regular Library Board meeting to be held on May 21, 2018. Also, the minutes for the May 21, 2018 should note that there was no special meeting on April 30, 2018.

The motion carried by the following vote:

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

#### 4. ORAL COMMUNICATIONS FROM THE PUBLIC - None

#### 5. UNFINISHED BUSINESS

##### 5.1 Budget Update

The Library Director reviewed the Library items included in the narrative budget that was presented to the City Council on May 1, 2018.

##### 5.2 Remodel Update

The Library Director gave an overview of the remodel. Regular updates are posted to the library website here: <http://mountainview.gov/depts/library/about/libraryremodel/default.asp>

#### 6. NEW BUSINESS

**6.1 Training Room Use Policy**

Motion - M/S Bismanovsky/Beckman-Harned to approve deletion of the Library Training Room Policy because the Library no longer has a training room.

The motion carried by the following vote:

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

**6.2 Holds on Games**

Motion - M/S Beckman-Harned/Bismanovsky to approve revising the Library Card and Borrowing Policy to allow holds on games (based on customer feedback) but that the number of games allowed for checkout be reduced from 10 to 3.

The motion carried by the following vote:

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

**6.3 Library Board Workplan**

The Library Board reviewed the Fiscal Year 2017-18 workplan and suggested the following changes for Fiscal Year 2018-19:

- All on-going work items should remain
- Under "Work Items" - Delete #1 related to the remodel.
- Delete #2 and make a note on the planning calendar to review whether or not the benchmark report is needed.
- Add: Review Library fines and fees in September and October as a possible budget item.
- Add: Evaluate ways to identify underserved populations to support the Library's outreach efforts.

**7. BOARD/STAFF ANNOUNCEMENTS, UPDATES, REQUESTS, AND COMMITTEE REPORTS**

Trustee Beckman-Harned presented a certification of appreciation to the Library for hosting the income tax assistance program.

Trustee Beckman-Harned asked for updates on the CENIC and automated materials handling system projects. The Library Director reported that AT&T and CENIC are working out design issues and the upgrade for the automated materials handling system has been delayed until July.

Trustee Vogt suggested that in conjunction with the design of a new logo that Library staff consider involving kids in the design of new library cards.

Director Macek presented the report and answered questions.

7.1 Director's Report

Attachments: [Report](#)

**8. DONATIONS**

Motion - M/S Donahue/Beckman-Harned to accept the donation.

The motion carried by the following vote:

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

**9. AGENDA SETTING/PLANNING**

- Budget Update
- Library Board Workplan
- Review of Library Board planning calendar for Fiscal Year 2018/19
- Fines and Fees

**10. ADJOURNMENT - At 8:40 p.m. Chair Lopez adjourned the meeting to the next Library Board meeting to be held on June 18, 2018.**