



City of Mountain View

Minutes - Draft

Board of Library Trustees

Monday, June 19, 2023

7:00 PM

Library Program Room - 2nd Floor

1. CALL TO ORDER

Chairperson Su called the meeting to order at 7:04 p.m.

2. ROLL CALL

Present 4 - Member Phyllis Bismanovsky, Member Nicole Vogt, Vice Chair Eric Nehrlich, and Chair Sharon Su

Absent 1 - Member Kristin Higaki

3. MINUTES APPROVAL

3.1 Approval of Minutes from April 24, 2023 meeting

MOTION - Nehrlic/Vogt (M/S) To approve the Minutes from the April 24, 2023 Board of Library Trustees Meeting as presented. Motion carried. Votes taken by roll call.

Yes: 4 - Member Bismanovsky, Member Vogt, Vice Chair Nehrlich, and Chair Su

4. ORAL COMMUNICATIONS FROM THE PUBLIC

No public comments.

5. DONATIONS

None.

6. PRESENTATIONS

6.1 Aspen Catalog Presentation

Senior Librarian, Joy Wisser presented on the new Aspen Catalog. Gave an overview of the new catalog, how to navigate through the catalog, search filters and calendar events. Showed new features such as the notification banner at the very top of the webpage which informs the public of important alerts or updates from the library. Demonstrated how to sign in to view account details, available menu options, how to suggest a purchase, how to create a list that can be shared and how to submit book ratings. Provided instructions on how to import previous book lists from Encore. Noted book lists are not visible and remain private from the library, only the account holder will have access to view those details.

7. UNFINISHED BUSINESS

None.

8. NEW BUSINESS

8.1 Fiscal Year 2023-24 Workplan and Planning Calendar

Library Director, Tracy Gray summarized the Library Board's Workplan and Planning Calendar for the new Fiscal Year 2023-24. Vice Chairperson Nehrlic asked, how often does the Workplan change from year to year and who is responsible for selecting the agenda topics. Library Director, Tracy Gary informed the Library Board that the Workplan tends to stay the same from year to year. Agenda topics are mostly selected by the Library Director or from Board Members who have suggested topics.

MOTION: Nehrlic/Bismanovsky (M/S) To accept Fiscal Year 2023-24 Workplan and Planning Calendar. Motion Carried. Votes taken by roll call.

Yes: 4 - Member Bismanovsky, Member Vogt, Vice Chair Nehrlich, and Chair Su

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

9.1 Library Director's Report

Library Director, Tracy Gray gave an update on the Library Department's budget for Fiscal Year 2023-24. City Council moved forward with the recommended budget at their June 13 meeting and the final adoption of the budget will be held at the City Council's meeting on June 27. Library Department requested for additional funding towards digital resources, additional staff, a limited termed position for a lead security guard position and contracted security. The History Center will get a refresh which will include new carpet, paint and furniture. One of next year's goal will be to do an inventory of the items in the History Center.

9.2 Agenda setting

- July meeting is to be determined as several staff will be out.
- August meeting will review Fiscal Year 2022-23 goals, accomplishments, performance and workload measures.
- September will be the Celebration of Services event, pending further details from the City Clerk's office.

10. ADJOURNMENT

The meeting is adjourned at 8:03 p.m.

The next Board of Library Trustees' meeting will be held on Monday July 17, 2023.

Minutes Submitted for approval by Joy Phaphakdy.