



**NATIONAL CITY PUBLIC LIBRARY**  
*Regular Meeting of the Library Board of Trustees*

*Minutes*

*April 4, 2018*

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**CALL TO ORDER**

The regular meeting of the Library Board of Trustees of the National City Public Library was called to order by President Hernandez at 5:33 p.m. on April 4, 2018.

**ROLL CALL**

BOARD OF TRUSTEES PRESENT: Deborah Hernandez, President  
Nidya Rivera-Moreno, Vice-President  
Gloria Bird, Secretary  
Ray Juarez, Trustee

BOARD OF TRUSTEES ABSENT:

STAFF PRESENT: Minh Duong, City Librarian

**CONSENT CALENDAR**

**1. Approval of Agenda**

*Motion to approve the meeting agenda of April 4, 2018.*

Motion: Rivera-Moreno / Second: Juarez

Vote: Ayes: 4      Nays: 0

Motion carried.

**2. Approval of the Minutes of March 14, 2018 Meeting**

*Motion to approve the minutes of the March 14, 2018 meeting as presented.*

Motion: Bird / Second: Rivera-Moreno

Vote: Ayes: 4      Nays: 0

Motion carried.

**3. Approval of Library Warrants**

*Motion to approve the Library and Literacy warrants.*

Motion: Bird / Second: Rivera-Moreno

Vote: Ayes: 4      Nays: 0

Motion carried.

**UNFINISHED BUSINESS**

## **CITY LIBRARIAN'S REPORT**

1. **Collection Agency.** FCN, the collection agency whose service the City has engaged to recover unpaid library fees/fines, has started to send its first batch of demand letters on March 26<sup>th</sup>. Patrons contacted by FCN are those who have incurred fees and fines in the amount of \$20 and higher. Once accounts are sent to collections, patrons are strongly encouraged to deal with the collection agency directly to settle the debt or work out a payment plan. As permitted by law, the collection agency can charge interest on the debts it is collecting. It is important to note that at this time, FCN has been instructed by the City to refrain from reporting accounts to credit bureau agencies.
2. **Tech Lab.** Scott Zimmer, the Technology Librarian, has completed the setup of the 3D printer Lab with the help of IT staff. He is currently working on gathering and testing out various 3D design software and applications. The thought behind the Tech Lab is not about offering 3D print service. It's about fostering curiosity, nurturing creative expression, and providing a venue for techies and curious minds young and old to create, design, and tinker at leisure.

## **OTHER REPORTS**

**PUBLIC COMMUNICATION** - None

## **BOARD MEMBER COMMENTS AND COMMUNICATION**

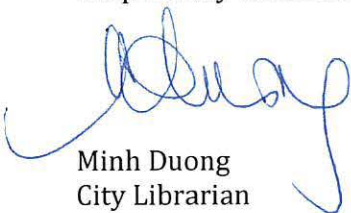
- Vice-President Rivera-Moreno announced her resignation from the Library Board of Trustees, effective April 5, 2018. This is the last board meeting she will be attending.

## **ADJOURNMENT:**

Motion to adjourn meeting: Bird / Rivera-Moreno, 4-0.

Meeting adjourned at 6:25 p.m. The next Board Meeting is scheduled for Wednesday, May 2, 2018 at 5:30 p.m.

Respectfully submitted,



Minh Duong  
City Librarian