



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

Minutes

August 14, 2017

CALL TO ORDER

The special meeting of the Library Board of Trustees of the National City Public Library was called to order by President Hernandez at 5:03 p.m. on August 14, 2017.

ROLL CALL

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

BOARD OF TRUSTEES ABSENT:

STAFF PRESENT: Minh Duong, City Librarian

CONSENT CALENDAR

1. Approval of Agenda

Request by the City Librarian to add the following item to the Consent Agenda for approval by the Library Board of Trustees:

4. Approval to Accept a Grant from the California Library Literacy Services (CLLS) in the Baseline Amount of \$18,000 to Fund the Literacy Services Program for FY2017-18.

Motion to approve the meeting agenda of August 14, 2017 as amended.

Motion: Rivera-Moreno / Second: Bird

Vote: Ayes: 4 Nays: 0

Motion carried.

2. Approval of the Minutes of July 13, 2017 Meeting

Motion to approve the minutes of July 13, 2017 Meeting as presented

Motion: Rivera-Moreno / Second: Bird

Vote: Ayes: 4 Nays: 0

Motion carried.

3. Approval of Library Warrants

Motion to approve the Library and Literacy warrants.

Motion: Juarez / Bird

Vote: Ayes: 4 Nays: 0

Motion carried.

4. Approval to Accept a Grant from the California Library Literacy Services (CLLS) in the Baseline Amount of \$18,000 to Fund the Literacy Services Program for FY2017-18.

Motion to approve the CLLS grant

Motion: Bird / Rivera-Moreno

Vote: Ayes: 3 Abstain: DH Nays: 0

Motion carried.

NEW AND UNFINISHED BUSINESS

- 1. Review of FY2017-18 Strategic Plan Goals** - See attached: List of Proposed Goals for FY2017-18.

Motion to approve FY2017-18 Proposed Strategic Plan Goals

Motion: Bird / Juarez

Vote: Ayes: 4 Nays: 0

Motion carried.

President Hernandez stressed the importance of offering high quality service to the community and expressed her endorsement of all the goals the library has set for FY2017-18 which reflect that priority.

CITY LIBRARIAN'S REPORT

- 1. City's Second Annual Volunteer Recognition Dinner** - Save the date: Friday, September 15, 2017, 6:00 - 8:00 PM. (see attached flyer)
- 2. Recruitment for Board of Trustee vacancy** - City Librarian Duong has submitted a request to the City Clerk's Office to fill the vacancy on the Board following Trustee Amon's resignation. If any Board Member knows of anyone who is interested in joining the Library Board of Trustees, please refer them to the City Clerk's Office.
- 3. Report on the 2017 Summer Reading Program** - 307 kids participated in the program this summer and they logged a total of 84,250 pages of reading. 130 parents and kids attended the grand finale party held July 27th at the MLK building. Door prizes awarded included gift certificates to Niederfrank's Ice Cream, movie passes to the Plaza Bonita AMC Theater, and a \$100 gift card to Target. Every kid in attendance won something thanks to Mr. Brian Clapper bringing several boxes of toys left from the July 4th carnival.

OTHER REPORTS

- 1. Friends of the Library Report** - Gloria Bird
No report

PUBLIC COMMUNICATION - None

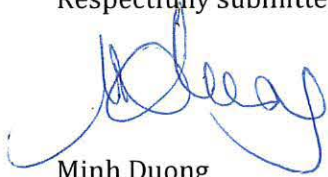
BOARD MEMBER COMMENTS AND COMMUNICATION

ADJOURNMENT:

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

Meeting adjourned at 5:45 p.m. The next Board Meeting is scheduled for Monday, September 11, 2017 at 5:00 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Minh Duong', written in a cursive style.

Minh Duong
City Librarian



NATIONAL CITY PUBLIC LIBRARY

1401 National City Boulevard National City, CA 91950 619-470-5800

Library 2014-2019 Strategic Plan - Objectives

- #1 - Evaluate Community Needs and Expectations
- #2 - Encourage Use of Library as a Community Gathering Place
- #3 - Increase Funding
- #4 - Deliver High Quality Service to Users
- #5 - Strengthen Library's Visibility in the Community

Goals for FY2017-18

Technology

1. Complete the installation and deployment of 10 new OPAC (catalog) stations
2. Upgrade the Large Conference Room's audio-visual system
3. Configure and deploy DLR, a portable collection inventory device

Collection

1. Continue with the collection weeding
2. Expand eCollections (ebooks, emagazines, databases)
3. Digitize the Local History Room photo and local newspaper collections

Programming

1. Implement off-site programs including offsite library lessons
2. Create a structured marketing plan for programs and outreach
3. Plan and implement a pilot ESL program using one-to-one or small group tutoring

Workplace Safety

1. Create an evacuation plan map for each area/division and conduct an evacuation drill to keep employees prepared