



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

Minutes

March 14, 2018

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 5:32 p.m. on March 14, 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
Matthew Boatman, Literacy Coordinator

CONSENT CALENDAR

1. Approval of Agenda

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

Motion: Bird / Second: Rivera-Moreno

Vote: Ayes: 4 Nays: 0

Motion carried.

2. Approval of the Minutes of February 7, 2018 Meeting

Motion to approve the minutes of the February 7, 2018 meeting as presented.

Motion: Rivera-Moreno / Second: Juarez

Vote: Ayes: 3 Nays: 0 Abstain: GB

Motion carried.

3. Approval of Library Warrants

Motion to approve the Library and Literacy warrants.

Motion: Bird / Second: Juarez

Vote: Ayes: 4 Nays: 0

Motion carried.

UNFINISHED BUSINESS

CITY LIBRARIAN'S REPORT

1. **Mariachi Festival, Sunday March 11, 2018 at Pepper Park.** Saturday March 11th, the Library attended the Mariachi Festival at Pepper Park, a day-long local event that attracts each year thousands of people coming together to celebrate San Diego's Mexican heritage through Mariachi music, celebration of the arts, culture, and culinary delights. This is part of our community outreach efforts to interact with the community beyond the library walls, build awareness of and promote library services. About 200 adults and children stopped by our booth to enjoy story times, craft activities, word finder games, and get lucky at our spin prize wheel for free books and bookmarks.
2. **Offsite Library Lessons.** With the goal of reaching out beyond our brick and mortar building, the Library has been providing offsite library lessons to Sweetwater High School students in their own classrooms. On February 22nd and March 1st, two Biology classes were shown how to use our electronic databases/resources, which are accessible remotely from home or anywhere with an Internet connection. We'll continue to work with the teachers to train as many students as possible and help them become proficient with using both our physical facility and our online virtual library.

OTHER REPORTS – Computer Classes - Matthew Boatman, Literacy Coordinator

Literacy Coordinator Matthew Boatman made the presentation to the Board of Trustees on behalf of Computer Class Instructor Roger Flores who was not able to attend the Special Meeting.

The Library offers twelve small-group classes a year through three 8-week sessions of four classes (two English and two Spanish classes). Since we started in 2014, about 300 learners have enrolled and a good number has completed the training.

Class syllabus for basic level computer class starts with getting to know the components of a computer system (keyboard, mouse, central processing unit); introduction to Word MS, Email (write email, attach file), Internet; and finishes with Internet Safety.

Beyond class time, learners can also practice in the literacy lab area and get assisted by literacy staff. Once they completed the training, learners can obtain a completely free refurbished Windows 10 desktop and monitor from *Computers 2 San Diego Kids (C2SDK)* whose mission is to give children and their families regardless of their economic status equal access to technology to improve their educational options and quality of life. For \$30, learners can get a laptop. Learners are also given information on a Cox program to provide low income families Internet connectivity for only \$9 a month.

Additionally, in order to help adults become more comfortable with technology, the Library also offers Drop-in Tech Help sessions wherein a technical savvy staff will help one-on-one people having difficulties with using their own mobile devices.

PUBLIC COMMUNICATION - None

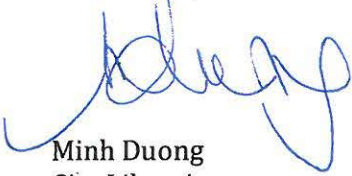
BOARD MEMBER COMMENTS AND COMMUNICATION

ADJOURNMENT:

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

Meeting adjourned at 6:00 p.m. The next Board Meeting is scheduled for Wednesday, April 4, 2018 at 5:30 p.m.

Respectfully submitted,

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

Minh Duong
City Librarian