



# NATIONAL CITY PUBLIC LIBRARY

## *Regular Meeting of the Library Board of Trustees*

*Minutes*

*January 9, 2019*

### **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 5:49 p.m. on January 9, 2019.

### **ROLL CALL**

BOARD OF TRUSTEES PRESENT: Deborah Hernandez, President  
Ray Juarez, Trustee  
Margaret Godshalk, Trustee  
Sherry Gogue, Trustee

BOARD OF TRUSTEES ABSENT: Gloria Bird, Secretary

STAFF PRESENT: Minh Duong, City Librarian

OTHER: Joan Rincon, Resident

### **CONSENT CALENDAR**

#### **1. Approval of Agenda**

*Motion to approve the meeting agenda of December 5 2018.*

Motion: Godshalk / Second: Juarez

Vote: Ayes: 4 Nays: 0

Motion carried.

#### **2. Approval of the Minutes of December 5, 2018 Meeting**

*Motion to postpone the approval of the minutes of December 5, 2018 meeting due to a lack of quorum of Board Members who attended the December meeting.*

Motion: Juarez / Second: Godshalk

Vote: Ayes: 3 Nays: 0

Motion carried.

#### **3. Approval of Library Warrants**

*Motion to approve the Library and Literacy warrants.*

Motion: Godshalk / Second: Juarez

Vote: Ayes: 4 Nays: 0

Motion carried.

### **NEW AND UNFINISHED BUSINESS**

#### **1. Annual Election of Board Officers**

Motion to postpone the Annual Election of Board Officers to the next meeting to have a full board casting the votes.

Motion: Hernandez / Second: Juarez  
Vote: Ayes: 4      Nays: 0  
Motion carried.

### **CITY LIBRARIAN'S REPORT**

- 1. Furlough Closure.** No issues during the furlough closure.
- 2. Automated Book Return.** Due to a few days of heavy rain in early December, the automated book return installed outside the library had been impacted by the water seeping in and rendering the buttons sticky and unresponsive. Although the issue is now fixed, we need to look at a preventive measure to protect the unit as much as possible from inclement weather. Technical support staff is now exploring the option and cost of permanently installing some kind of stationary canopy or awning above the unit.
- 3. Horizon Upgrade.** The Library's Automation System *Horizon* will go through an upgrade to version 7.5.5 Thursday, January 10<sup>th</sup> at 7:00am. The upgrade, performed by the service provider SirsiDynix, will take about two hours. Our technical support staff will be on standby to facilitate the upgrade and run a final test before the system goes live with the new version.

### **OTHER REPORTS - Friends of the Library – Margaret Godshalk**

- The fundraising raffle held at the December Neighborhood Council Breakfast beat last year's efforts by a few dollars.

### **PUBLIC COMMENTS AND COMMUNICATION**

- Resident Joan Rincon enquired about the possibility of expanding the Tech Lab hours, acquiring additional 3D equipment, and providing class visits. City Librarian Duong responded that lab hours are based on usage. There is no indication yet that extended hours are required. Should usage of the Tech Lab increase, service hours will be reviewed to accommodate the needs of lab users. As for class visits, the Library is always ready to provide a guided tour whenever teachers make arrangements to bring their classes over.

### **BOARD TRUSTEE COMMENTS**

Trustee Gogue introduced herself to the Board of Trustees – For over 35 years, Trustee Gogue has built up extensive experience as advocate, facilitator, negotiator, leader, problem solver/responder, crisis specialist through her volunteer and community service –

- 5 years as a coach for Special Olympic
- Various positions as a coach and team Mom on softball, baseball, and travel ball teams
- 5 years on the Board of Las Palmas Little League
- 4 years on the Board of NCGSL
- Founder of Adrian's Way in National City which is recently established as non-profit. Adrian's Way reaches out to at-risk and homeless students at Sweetwater High School to assist them with their daily needs and what might be necessary for their own personal success.

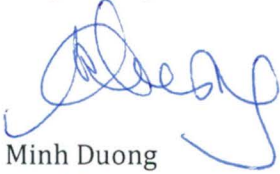
Trustee Gogue is currently working as an administrative owner/agent and broker of a Farmers Insurance Agency.

**ADJOURNMENT**

Motion to adjourn meeting: Gogue/Godshalk, 3-0.

Meeting adjourned at 6:32 p.m. The next Board Meeting is scheduled for Wednesday, February 6, 2019 at 5:30 p.m.

Respectfully submitted,



Minh Duong  
City Librarian