



NATIONAL CITY PUBLIC LIBRARY

Regular Meeting of the Library Board of Trustees

Minutes

January 6, 2021

CALL TO ORDER

The regular meeting of the Library Board of Trustees of the National City Public Library was called to order by President Gogue at 5:31 p.m. on January 6, 2021.

ROLL CALL

BOARD OF TRUSTEES PRESENT: Sherry Gogue, President
Bradley Bang, Vice-President
Margaret Godshalk, Trustee
Raymond Juarez, Trustee

BOARD OF TRUSTEES ABSENT: Coyote Moon, Alternate Trustee

STAFF PRESENT: Minh Duong, City Librarian
Anne Defazio, Principal Librarian
Tony Winney – Assistant City Manager

CONSENT CALENDAR

1. Approval of Agenda

Motion to approve the agenda of the meeting of January 6, 2021

Motion: Bang / Second: Godshalk

Vote: Ayes: 4 Nays: 0

Motion carried.

2. Approval of the Minutes of the Meeting of December 2, 2020

Motion to approve the minutes of the meeting of December 2, 2020

Motion: Bang / Second: Juarez

Vote: Ayes: 4 Nays: 0

Motion carried.

3. Approval of December 2020 Library Warrants:

Motion to approve the warrants in the revised amount of \$4,687.20.

Motion: Godshalk / Second: Bang

Vote: Ayes: 4 Nays: 0

Motion carried.

NEW AND UNFINISHED BUSINESS

4. **Final Review of Draft Library Board Bylaws** (continued) – The Board reviewed and approved the revised draft bylaws. City Librarian will bring back the final and complete version of the bylaws at the next meeting for final adoption.
5. **Review of Draft Rules of Conduct for Library Patrons.** The Board requested legal review by the City Attorney’s Office for adjustments of the draft Rules of Conduct for Library Patrons on the following points:
 - Rule #7 – remove the “or”.
 - Rule #10 – adjust the rule to allow consumption of water, which should be in a bottle or a lid container.
 - Rule #14a, 14b - identify the types of service animals allowed; verify if “or properly licensed guide dogs” is necessary; clarify whether service animals need to have a jacket and tag.

CITY LIBRARIAN AND PRINCIPAL LIBRARIAN’S REPORTS

- **Furlough Closure** – no issues reported during the furlough closure. The Library has resumed business since Monday, January 4, 2021 with curbside pickup and phone reference services Monday to Thursday, 10:00 am – 7:30pm.
- **Trustee Resignation** – Further to Trustee Howrey-Colmenero’s resignation on December 28, 2020, the City Clerk’s Office has posted the vacancy on the city website, social media. It will also be published in the Star News January 8, 2021.
- **Holly Jolly Book Fest** - The Library held the Holly Jolly Book Fest event December 15, 2021 as an online, remote, social distancing event with Santa Claus reading letters sent by kids of National City. 40 kids along with their parents attended the Zoom event, which was recorded to allow other interested attendees to view at a later time. The event also recorded over 90 hits in post-event views by the public. All kids participating received a goodies bag with candy canes, craft activities, and information on library resources and services.

ASSISTANT CITY MANAGER – Tony Winney

Self-Introduction - ACM Winney joined National City in January 2019 and hit the ground running as quickly as he can. National City is a fantastic city to work for. Looking forward to the vaccine the City is rolling out.

Upcoming News - After 14 years of service to National City, City Librarian Duong will be retiring later this year at the end of June 2021. City Librarian Duong has built the Library to what it is today, a jewel for the community. She has helped navigate the Library through budget deficits in 2010 and other changes since then. Her advance notice has given the City enough time to transition and look for some synergy within the organization. As a result, the City will go for a full recruitment but will be changing the title of her position to Director of Library and Community Services as a way of expanding the role and leveling some of the assets within the Community Services Department. The change will not affect the current programs and offerings at the Library. It provides a way to look for some cost savings, assess the way we provide services to the community, and give the staff the opportunity to expand and collaborate with each other.

ACM Winney invited the Board to share with him their thoughts and feedback on the transition process as well as the types of candidates they would like to see filling the position. He can be reached at twinney@nationalcityca.gov; or phone: 619-336-4240.

OTHER REPORTS – Friends of the Library – Margaret Godshalk

- No report.

PUBLIC COMMENTS AND COMMUNICATION – Via email

- Joan Rincon – comments on draft Library Rules of Conduct.
- Joan Rincon – comments on suggestion box.

BOARD TRUSTEE COMMENTS/COMMUNICATION

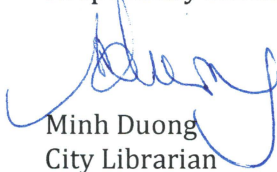
- ❖ Trustee Godshalk congratulated Principal Defazio on an innovative and successful Holly Jolly Book Fest event that allowed kids to experience an exciting virtual Zoom meeting with Santa; requested an update from the City Clerk’s Office on the recruitment for the current board vacancy.
- ❖ President Gogue wished everyone a Happy New Year; enjoyed and appreciated the opportunity to learn and serve on the Board.
- ❖ Trustee Juarez – wished everyone Happy New Year, stay focused and safe and go forward!

ADJOURNMENT

Motion to adjourn meeting: Bang / Godshalk, 4-0.

Meeting adjourned at 6:39 p.m. The next Board Meeting is scheduled for Wednesday, February 3, 2021 at 5:30 p.m.

Respectfully submitted,



Minh Duong
City Librarian