**NATIONAL CITY PUBLIC LIBRARY**



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

## **Minutes May 4, 2022**

**CALL TO ORDER**

The regular meeting of the Board of Library Trustees of the National City Public Library was called to order by President Godshalk at 5:35 p.m. on May 4, 2022.

**ROLL CALL**

BOARD OF TRUSTEES PRESENT: Margaret Godshalk, President

Bradley Bang, Secretary

Sherry Gogue, Trustee

Coyote Moon, Trustee

BOARD OF TRUSTEES ABSENT:

Anzueth Zambrano, Trustee

STAFF PRESENT: Joyce Ryan, City Librarian

**PUBLIC COMMENTS AND COMMUNICATION – Via email**

* Councilmember Mona Rios submitted a public comment, but was unable to attend due to a prior commitment. She expressed her gratitude and thanks for the Board’s hard work on moving the Fine Free Library Proposal forward to City Council. She noted that this change will bring patrons back into the library because it eliminates barriers.

**CONSENT CALENDAR**

1. **Approval of Agenda**

*Motion to approve the agenda of the meeting of May 4, 2022*

Motion: Bang / Second: Gogue

Vote: Ayes: 4 Nays: 0

Motion carried.

1. **Approval of the Minutes of the Meeting of April 6, 2022**

*Motion to approve the minutes of the meeting of April 6, 2022*

Motion: Bang/ Second: Gogue

Vote: Ayes: 4 Nays: 0

Motion carried.

1. **Approval of April 2022 Library Warrants:**

*Motion to approve the warrants for the amount of $15,006.55*

Motion: Gogue/ Second: Bang

Vote: Ayes: 4 Nays: 0

Motion carried.

**NEW AND UNFINISHED BUSINESS**

1. **Library Security Guard Discussion.** Director Ryan discussed the role of the library’s security guard and opened up the discussion. This included feedback from library staff, Mervin Jensen, Senior Librarian and Maria Marmolejo, Senior Library Technician and a discussion amongst board members.

Mr. Jensen mentioned that the Security Guard, Rodrigo, has training in non-confrontational interactions. His presence is a preventive measure. Staff and patrons are safer with the presence of the guard. Mr. Jensen gave an example of a recent incident where a patron tried to enter the library with a shopping cart. Security handled the incident professionally and without it escalating. He kept patrons safe and did not need to involve NCPD. Of note, approximately 5-10 incidents per year require police assistance and require an incident report.

Without AllState Security onsite, the first individuals who would likely respond would be the younger, mostly female staff in Circulation. Staff does not have the training to handle these challenging and difficult scenarios.

Ms. Marmolejo stated our security guard is the first person they see when entering the building. His presence sets the tone for their behavior and helps maintain order. She reiterated that staff feels safer with security onsite.

Secretary Bang requested that BOLT members be notified if there are serious incidents and issues and to be able to review incident reports. Director Ryan stated that Secretary Bang is always welcome to communicate his concerns directly to her. Trustee Moon suggested that the security guard keep a log that is available for review. Trustee Gogue suggested that security conduct his rounds at unpredictable times. Director Ryan stated that security does interior and exterior rounds. Director Ryan will consult with the City Attorney regarding the various requests. Secretary Bang stated that the information provided by staff has resolved his concerns. He is glad the contract is renewable on an annual basis.

**CITY LIBRARIAN REPORT**

* Director Ryan announced that City Council passed the Fine Free Library Policy at their regularly scheduled meeting on May 3, 2022. She thanked everyone for the help and support and in particular, President Godshalk for making comments.
* The Library is working to resolve technical issues related to the Library App.
* Library staff continues to collects emails and telephone numbers for text messages and email notifications.
* The Hours Survey continues to receive input. Director Ryan will bring the findings and recommendation to the June meeting.
* June 11th marks the first Community Breakfast since COVID. The NC Active component will include scavenger hunt and the library will be involved.

**PRINCIPAL LIBRARIAN REPORT**

* The Summer Reading Program will be in-person, running June 6-July 30. Staff is getting performers lined up.
* The Children’s Department continues to develop its collection.
* On June 11, Wild Wonders, an interactive animal show, will perform in the library.

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

* The Bookstore continues to operate. They hosted a recent Blood Drive and approximately 12-15 people participated. Friends will plan to host another blood drive. There will be merchandise available for purchase at the Community Breakfast.

**BOARD TRUSTEE COMMENTS/COMMUNICATION**

* Secretary Bang inquired about the Little Free Libraries. Director Ryan stated that the artwork is completed and the little libraries look beautiful. She will work with Public Works, bringing back information about installations, and ribbon cutting dates. Secretary Bang noted that the Día de los Niños event was great. He enjoyed the Folkorico dancers. Secretary Bang thanked Director Ryan for the spreadsheet on the various databases and requested additional information. Director Ryan welcomed the opportunity to discuss any questions Secretary Bang might have offline.

**ADJOURNMENT**

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

Meeting adjourned at 6:11 p.m. The next Board Meeting is scheduled for Wednesday, June 1, 2022 at 5:30 p.m.

Respectfully submitted,

Joyce Ryan

City Librarian