



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

Minutes

June 1, 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 5:30 p.m. on June 1, 2022. Let the record show that the Zoom Meeting began its recording at 5:53 p.m. due to an oversight. The first 20 minutes were not recorded, but the material covered is outlined in the minutes.

ROLL CALL

BOARD OF TRUSTEES PRESENT: Margaret Godshalk, President
Bradley Bang, Secretary
Anzueth Zambrano, Trustee
Coyote Moon, Trustee

BOARD OF TRUSTEES ABSENT: Sherry Gogue, Trustee

STAFF PRESENT: Joyce Ryan, City Librarian

PUBLIC COMMENTS AND COMMUNICATION – None

CONSENT CALENDAR

1. Approval of Agenda

Motion to approve the agenda of the meeting of June 1, 2022

Motion: Bang / Second: Moon

Vote: Ayes: 4 Nays: 0

Motion carried.

2. Approval of the Minutes of the Meeting of May 4, 2022

Motion to approve the minutes of the meeting of May 4, 2022

Motion: Bang/ Second: Moon

Vote: Ayes: 4 Nays: 0

Motion carried.

3. Approval of May 2022 Library Warrants:

Motion to approve the warrants for the amount of \$34,318.73

Motion: Bang/ Second: Zambrano

Vote: Ayes: 4 Nays: 0

Motion carried.

4. Consent Agenda: Approval to accept the grant of \$800 from California State Library for the Lunch at the Library Program for FY 22

Motion: Bang/ Second: Moon
Vote: Ayes: 4 Nays: 0
Motion carried.

NEW AND UNFINISHED BUSINESS

5. Presentation on Library Mobile App- Alex Neu, Senior Library Technician

Mr. Neu described the new mobile app. It puts the core function of the library in the hand of the user. Some of the functions include searching the catalog, checking the status of an account, linked accounts, and checking out books.

The new features include a barcode reader, electronic materials, library programs and events, and directions to the facility. A patron does not have to have their library card on their person to check out materials. It is stored in the app for easy access.

Mr. Neu shared his computer screen and went over each of the features in detail. The app is customizable and can be translated into many languages. Patrons can place holds on items, track when items are due, and renew online.

EBooks and EAudio can be downloaded or read, varies depending on company.

The app is dynamic and its contents will continue to develop. The Library's website will have a link to the mobile app starting on June 2. Patrons can access the Mobile App through the app store on their phone by searching for National City Public Library.

6. Library Hours Survey Results and Recommendation for Library Hours

Director Ryan discussed the Library Survey Results. The survey compiled 96 responses- 73 paper and 23 online responses. Patrons requested access to the library on Friday and Saturday, with the majority of those responses focused on earlier hours. Staff is making a concerted planning effort to increase class offerings and activities to increase afterschool participation.

The new proposed hours are the hours of the library before the economic downturn plus an additional seven hours per week. Director Ryan has requested additional funding for the next Fiscal Year. This information will be available in the Annual Budget Report.

Extended hours also includes opening the Local History Room a couple of hours per week. There will be enough staff for two staff members for every service point, with the exception of Literacy Services. Literacy will keep its Mon.-Thurs. hours for the foreseeable future.

Proposed Library Hours Starting August 1, 2022:

Monday-Thursday: 10 a.m.-8 p.m.
Friday: 10 a.m.-6 p.m.

Saturday: 10 a.m.-5 p.m.
Sunday: Closed

Secretary Bang requested basic staffing numbers in the event that the library could also open on Sundays. Director Ryan will provide this information at a future meeting.

Motion: Moon/ Second: Bang
Vote: Ayes: 4 Nays: 0
Motion carried.

CITY LIBRARIAN REPORT

- Director Ryan discussed the Library's electronic catalog- Discovery Layer. Starting in July or August 2022, the electronic catalog will have a new look. It will be more visually engaging, user friendly, and will be overall more dynamic.
- Director Ryan thanked President Godshalk for attending the National School District's 150th Anniversary Gala and invited all of the Board Members to explore the *Now and Then Exhibit* which will be on display at the Library through the end of June.
- Director Ryan announced that starting with the August 3 meeting, BOLT will meet in person at the Library.

PRINCIPAL LIBRARIAN REPORT

- The Summer Reading Program will be in-person, running June 6-July 30 and is for patrons of all ages.
- The Children's Department continues to develop its collection to provide a better and more cohesive collection.

OTHER REPORTS – Friends of the Library – Margaret Godshalk

- President Godshalk mentioned the Community Breakfast on June 11. Friends will have books, puzzles, and other items for sale to help raise money for the Library. Friends volunteers will be thinning out the bookstore collection to make the area more inviting and create better flow.

BOARD TRUSTEE COMMENTS/COMMUNICATION

- Secretary Bang inquired where BOLT will meet in person. Director Ryan will follow-up with Deputy City Clerk Shelley Chapel to confirm that BOLT will meet at the Library.
- Secretary Bang inquired about the request to review incident reports. Director Ryan will follow-up with the City Attorney and report back to the Board at a future meeting.
- BOLT members expressed their enthusiasm for the additional hours, the mobile app, and the grant to create pop-up library at Casa de Salud.
- Trustee Moon mentioned that June is PRIDE Month and asked if the PRIDE and Transgender Flags will be flown at City Hall and the Library. Director Ryan will follow-up about a flag ceremony.

ADJOURNMENT

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

Meeting adjourned at 6:19 p.m. The next Board Meeting is scheduled for Wednesday, July 6, 2022 at 5:30 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Joyce Ryan", with a long horizontal flourish extending to the right.

Joyce Ryan
City Librarian