



*"Gather, Learn and Celebrate!"*

**Minutes  
Regular Meeting  
Board of Library Trustees**

**Thursday, May 18, 2017  
6:00 P.M.**

**Library 2<sup>nd</sup> Floor Conference Room  
275 Main Street, Watsonville**

**1.0 Roll Call**

Members present: Banales, Danna, Espinoza, Muñoz and Tapiz.

Staff members present: Carol Heitzig, Library Director and Luz Martinez, Executive Assistant.

**2.0 Approval of Minutes**

Trustee Espinoza moved for approval of minutes; seconded by Trustee Danna. Minutes of April 20, 2017 were approved as written with 4 Ayes.

**3.0 Communications**

**3.1 Communications from the Public or Trustees**

Trustee Banales thanked Library staff for hosting a lovely volunteer tea.

**3.2 Oral Communications from the Library Director**

The Library Director announced she was able to re-hire Mayra Ortiz, former micro-technician upon her request to return.

**3.2.1 Comment Form Review**

The Library Director distributed a list of the comment submitted.

**4.0 Unfinished Business**

**4.1 Amendment to Library Board By-Laws**

The Library Director distributed the official amendment to the By-Laws.

Article IX - A. Regular Meetings

1. Regular Meetings of the Board shall be held on the third Thursday of each month, beginning at 6:00 p.m. in the Library Conference Room. The Board shall review the meeting schedule at make any changes if necessary at the first meeting of the calendar year.

Trustee Tapiz moved to accept the amendment; seconded by Trustee Espinoza the amendment passed with 5 ayes.

## **5.0 New Business**

### **5.1 Changes to Library Board Minutes – New Procedures**

The City is using a new program Granicus for all commissions. The new program requires the adoption of a new format of having only action minutes. This means minutes will only reflect items requiring a vote. The Library Board will transition into Granicus sometime in September.

### **5.2 Discussion of changes in Library Hours of Operation**

The Library Director explained how difficult it has been to maintain both libraries open with the amount of staff we have. We have had to close the Branch the early a few times. She informed the board that she is exploring the option of reducing the hours at the Branch. Library usage statistics will be kept and a more informed discussion will occur with board as well as City Council.

## **6.0 Reports**

### **6.1 Friends of the Library**

The Friends are having their annual meeting on Saturday, May 27<sup>th</sup> with guest speaker from the Santa Cruz Symphony.

### **6.2 Programs**

#### **6.2.1 Summer Reading Program Update**

The Summer Reading Program “Build a better World” planning is going great. The Kick-off party is June 10<sup>th</sup>.

## **7.0 Adjournment**

**6:35 p.m.**