

**MINUTES OF THE  
BOARD OF TRUSTEES OF THE CARLSBAD PUBLIC LIBRARY  
REGULAR MEETING  
WEDNESDAY, MAY 11, 2016  
LIBRARY ANNEX AT 101 SOUTH HALAGUEÑO  
4:30 P.M.**

<b>Trustees Present</b>	Robert Chavez	President
	Kyle Marksteiner	Vice President
	Vickie Davis	Member
	Sally Miller	Member
	Chris Owens	Member
	Bob Scholl	Member
	Muriel Gossage Streib	Member
<b>Trustees Absent</b>	Tom Langowski, Bernita Smith-Payne	
<b>Ex-Officio</b>	Dale Janway	Mayor
<b>Members Absent</b>	Steve McCutcheon	City Administrator
<b>Secretary</b>	Cassandra Arnold	Library Director
<b>Others Present</b>	None	

**1. Roll Call and Determination of Quorum.**

Board President Robert Chaves called the meeting to order at 4:38 p.m. Roll was called by the Secretary. A quorum was determined to be present.

**2. Consider Approval of Agenda.**

Bob Scholl moved and Muriel Gossage Streib seconded that the Agenda be approved.  
Voting in favor: Marksteiner, Davis, Miller, Owens, Scholl, Streib.  
Voting against: None.  
Absent: Langowski, Smith-Payne.  
The motion carried.

**3. Consider Approval of Minutes of April 13, 2016.**

Vickie Davis moved and Sally Miller seconded that the minutes be approved as submitted.  
Voting in favor: Marksteiner, Davis, Miller, Owens, Scholl, Streib.  
Voting against: None.  
Absent: Langowski, Smith-Payne.  
The motion carried.

4. **Consider Approval of Director's Report for April, 2016.**

The Board reviewed the report. Some statistics for the month included:

3,940 people visited the library.

7,181 materials circulated this month, including 3,796 children's, 400 teen items, and 571 digital items.

125 new library cards were issued.

502 people attended library programs.

20 meetings were held in the Annex.

1,446 computer sessions were used.

565 information requests were received.

301 database uses were recorded.

0 incidents occurred.

Sally Miller moved and Bob Scholl seconded that the report be approved.

Voting in favor: Marksteiner, Davis, Miller, Owens, Scholl, Streib.

Voting against: None.

Absent: Langowski, Smith-Payne.

The motion carried.

5. **Open Discussion of Library Operations.**

- Cassandra Arnold noted that Robert's Rules of Order allows the board president or other member presiding over a meeting to exercise all rights to make and second motions, participate in discussions, and vote on motions. However, the presiding member may wish to refrain from voting to preserve impartiality, except when his/her vote will affect the outcome.
- The Summer Reading Program is ready and the calendar of events is available. Registration Day will be June 1<sup>st</sup>. Again this year, the library will partner with Mr. Gordon Tatro and CMS to provide onsite tutoring in math for students in 3<sup>rd</sup>-5<sup>th</sup> grade. Mr. Tatro is also offering free chess lessons on Monday afternoons at the library.
- The new multimedia a-frame shelving unit and new paperback spinner racks for the adult and children's departments arrived and were installed.
- The women's handicap-accessible toilet is being replaced with a commercial unit with auto-flush and water-saver capabilities. The new water line has been connected. Replacement tile will be installed and the commode set over the next two weeks. Patrons may use the ADA facilities in the Annex until the job is complete.
- A discussion was held concerning the best day and/or time for the library to reduce service hours if needed to address a reduced budget. The board felt the library

could close Mondays or Monday afternoons without severely impacting library services to the public.

6. **Adjourn.**

Robert Chavez moved and Bob Scholl seconded that the meeting be adjourned.

Voting in favor: Marksteiner, Davis, Miller, Owens, Scholl, Streib.

Voting against: None.

Absent: Langowski, Smith-Payne.

The motion carried.

The meeting adjourned at 5:10 p.m.

The next regular meeting is scheduled for June 8, 2016 at 4:30 p.m. in the Library

Annex.

  
Robert Chavez, Library Board

  
Cassandra Arnold, Board Secretary