

**MINUTES OF THE  
 BOARD OF TRUSTEES OF THE CARLSBAD PUBLIC LIBRARY  
 REGULAR MEETING  
 WEDNESDAY, JUNE 08, 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
	Tom Langowski	Member
	Sally Miller	Member
	Chris Owens	Member
	Bob Scholl	Member
	Muriel Gossage Streib	Member
<b>Trustees Absent</b>	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 Chavez called the meeting to order at 4:33 p.m. Roll was called by the Secretary. A quorum was determined to be present.
  
2. **Consider Approval of Agenda.**  
 Bob Scholl moved and Chris Owens seconded that the Agenda be approved.  
 Voting in favor: Davis, Langowski, Marksteiner, Miller, Owens, Scholl, Streib.  
 Voting against: None.  
 Absent: Smith-Payne.  
 The motion carried.
  
3. **Consider Approval of Minutes of May 11, 2016.**  
 Muriel Gossage Streib moved and Vickie Davis seconded that the minutes be approved as submitted.  
 Voting in favor: Davis, Langowski, Marksteiner, Miller, Owens, Scholl, Streib.  
 Voting against: None.  
 Absent: Smith-Payne.  
 The motion carried.

4. **Consider Approval of Update to Temporary Exhibits & Displays Policy.**  
The Board reviewed the draft policy update. Upon discussion, it was determined that the addition of a section in the policy regarding how possible objections to library displays or exhibits should be handled was needed.  
Bob Scholl moved and Muriel Gossage Streib seconded that approval of this policy update be tabled until the next meeting, when a revised draft could be reviewed.  
Voting in favor: Davis, Langowski, Marksteiner, Miller, Owens, Scholl, Streib.  
Voting against: None.  
Absent: Smith-Payne.  
The motion carried.

5. **Consider Approval of Director's Report for May, 2016.**  
The Board reviewed the report. Some statistics for the month included:  
7,449 people visited the library.  
6,922 materials circulated: 3,703 adult, 2,792 children's, 427 teen, and 622 digital items.  
134 new library cards were issued.  
2,918 people attended library programs.  
18 meetings were held in the Annex.  
1,339 computer sessions were used.  
536 information requests were received.  
434 database uses were recorded.  
1 incident occurred.
- Sally Miller moved and Kyle Marksteiner seconded that the report be approved.  
Voting in favor: Davis, Langowski, Marksteiner, Miller, Owens, Scholl, Streib.  
Voting against: None.  
Absent: Smith-Payne.  
The motion carried.

6. **Open Discussion of Library Operations.**
- The Interim FY 16-17 Budget was approved by Council. Overall, the library's budget has been reduced by 20%. This will undoubtedly affect the number of new materials and services the library will be able to provide next year. However, a Carlsbad High School BPA Intern was approved, no staff positions were cut, and it is unlikely that the library will have to reduce service hours. Capital funding to update the restrooms was also approved.
  - The women's handicap-accessible toilet is still being repaired, but hopefully the City Construction department will be able to complete the tile work this month. Patrons may use the ADA facilities in the Annex until the job is complete.
  - Rearrangement of the adult library stacks in preparation for replacement LED lighting is complete. Projects nearing completion include the wall covering, installation of the ADA door opener on the library's west door, and the catalog record update.

- The new KIC public document imaging station is now available for public use. Users may scan their personal documents and photographs themselves, and edit them digitally. Documents may then be wirelessly transferred to users' personal electronic devices, emailed, printed, uploaded to cloud storage, or saved to a jump drive. Fax capability will be added soon.

7. **Adjourn.**

Bob Scholl moved and Chris Owens seconded that the meeting be adjourned.

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

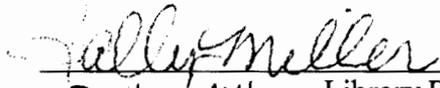
Voting against: None.

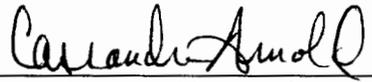
Absent: Smith-Payne.

The motion carried.

The meeting adjourned at 5:20 p.m.

The next regular meeting is scheduled for July 13, 2016 at 4:30 p.m. in the Library Annex.

  
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Sally Miller, Library Board

  
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Cassandra Arnold, Board Secretary