

**MINUTES OF THE
BOARD OF TRUSTEES OF THE CARLSBAD PUBLIC LIBRARY
REGULAR MEETING
WEDNESDAY, AUGUST 10, 2016
LIBRARY ANNEX AT 101 SOUTH HALAGUEÑO
4:30 P.M.**

Trustees Present	Robert Chavez	President
	Kyle Marksteiner	Vice President (left 5:10 pm)
	Vickie Davis	Member
	Tom Langowski	Member
	Sally Miller	Member
	Chris Owens	Member
	Bob Scholl	Member
	Bernita Smith-Payne	Member (left 5:15 pm)
Trustees Absent	Muriel Gossage Streib	Member
Ex-Officio	Dale Janway	Mayor
Members Absent	Steve McCutcheon	City Administrator
Secretary	Cassandra Arnold	Library Director
Others Present	None	

1. **Roll Call and Determination of Quorum.**
Board President Robert Chavez called the meeting to order at 4:32 p.m. Roll was called by the Secretary. A quorum was determined to be present.

2. **Consider Approval of Agenda.**
Sally Miller moved and Bernita Smith-Payne seconded that the Agenda be approved.
Voting in favor: Marksteiner, Davis, Langowski, Miller, Owens, Scholl, Smith-Payne.
Voting against: None.
Absent: Streib.
The motion carried.

3. **Consider Approval of Minutes of June 8, 2016.**
Tom Langowski moved and Bob Scholl seconded that the minutes be approved as submitted.
Voting in favor: Marksteiner, Davis, Langowski, Miller, Owens, Scholl, Smith-Payne.
Voting against: None.
Absent: Streib.
The motion carried.

4. **Consider Approval of Update to Temporary Exhibits & Displays Policy (Tabled at June 8, 2016 Meeting).**

The Board reviewed the policy and the addition of a recourse provision to the policy. Vickie Davis moved and Sally Miller seconded that the updated policy be approved as drafted.

Voting in favor: Marksteiner, Davis, Langowski, Miller, Owens, Scholl, Smith-Payne.

Voting against: None.

Absent: Streib.

The motion carried.

5. **Consider Approval of Director's Report for June and July, 2016.**

The Board reviewed the reports. Some statistics for these months included:

June, 2016

11,980 people visited the library.

9,914 materials circulated: 4,545 adult, 4,760 children's, 590 teen, 1,440 digital items.

436 new library cards were issued.

2,539 people attended library programs.

23 meetings were held in the Annex.

1,529 computer sessions were used.

585 information requests were received.

822 database uses were recorded.

586 wireless uses were counted.

1 incident(s) occurred.

July, 2016

10,232 people visited the library.

9,144 materials circulated: 4,970 adult, 3,573 children's, 601 teen, 604 digital items.

207 new library cards were issued.

1,025 people attended library programs.

29 meetings were held in the Annex.

1,421 computer sessions were used.

489 information requests were received.

1,548 database uses were recorded.

398 wireless uses were counted.

1 incident(s) occurred.

Tom Langowski moved and Bernita Smith-Payne seconded that the reports be approved.

Voting in favor: Marksteiner, Davis, Langowski, Miller, Owens, Scholl, Smith-Payne.

Voting against: None.

Absent: Streib.

The motion carried.

6. **Open Discussion of Library Operations.**

- Summer Reading 2016 is complete: a record 975 children registered for the program this year, with just under 2,700 children and their families attending over the 7-week program. Many positive comments were made by parents, caregivers, and children who enjoyed the story times, games, and entertainers immensely.
- CPL's partnership with the Foster Grandparent program was another success: 26 students registered for Gordy Tatro's Math tutoring program and chess club, with 21 completing every session.
- Support for AP English classes' summer reading curriculum for CMS students in grades 6-12 was provided by the library again this summer. Multiple copies of the 37 required titles were made available on a reserve shelf for students to checkout in print, audio, and downloadable formats.
- New network wiring is being installed to upgrade the library and museum's Internet access for staff and the public.
- The hail-damaged library roof is slated for replacement later this month.
- FY 16-17 budget funds for the various collection areas, databases, and material formats have been allocated according to patron demand and library needs. 27% of total collection funds will go to maintaining existing subscriptions, standing orders, and informational databases in all areas. Of the remaining funds, 37% will go towards the purchase of youth materials; 25% will go toward acquiring new adult fiction and multimedia titles; 20% will be used for adult nonfiction; 13% is set aside for Spanish, New Mexico, or archival materials; and 5% is earmarked for additional public databases and print reference materials.

7. **Adjourn.**

Tom Langowski moved and Chris Owens seconded that the meeting be adjourned.

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

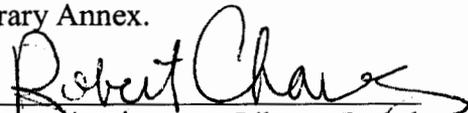
Voting against: None.

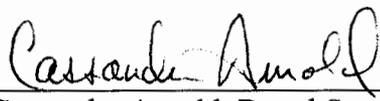
Absent: Streib.

The motion carried.

The meeting adjourned at 5:25 p.m.

The next regular meeting is scheduled for September 14, 2016 at 4:30 p.m. in the Library Annex.


Robert Chavez, Library Board


Cassandra Arnold, Board Secretary