

**MINUTES**  
**CARLSBAD PUBLIC LIBRARY BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**WEDNESDAY, SEPTEMBER 12, 2018**  
**AT 101 SOUTH HALAGUEÑO**  
**4:30 P.M.**

**Voting Members Present:** Robert Chavez, President  
Chris Owens, Vice President  
Sally Miller  
Bob Scholl  
Bernita Smith-Payne

**Voting Members Absent:** Jo Calvani, Heather Counts

**Ex-Officio Members Present:** None

**Ex-Officio Members Absent:** Dale Janway, Mayor  
Michael A. Hernandez, City Administrator

**Board Secretary Present:** Cassandra Arnold

**Others Present:** None

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

Board President Robert Chavez called the meeting to order at 4:34 p.m. Roll was called and a quorum was determined to be present.

**2. Approval of the Agenda.**

Chris Owens moved and Bob Scholl seconded that the agenda be approved.

Voting in favor: Chavez, Miller, Owens, Scholl, Smith-Payne.

Voting against: None.

Absent: Calvani, Counts.

The motion carried.

Note: Item 5 will be tabled until the next meeting.

**3. Approval of Minutes of July 11, 2018 Meeting.**

Sally Miller moved and Bernita Smith-Payne seconded that the minutes be approved as submitted.

Voting in favor: Chavez, Miller, Owens, Scholl, Smith-Payne.

Voting against: None.

Absent: Calvani, Counts.

The motion carried.

**4. Approval of FY 17-18 Annual Statistics Report.**

A number of key usage indicators, such as door count and circulation, were down somewhat from FY 16-17, while other numbers reflecting the use of digital services and

materials increased sharply. Information requests and catalog searches were up by 45% and 300% respectively. The community is using the library frequently and for a myriad of information and recreational needs, but the shift is increasing towards a “library without walls” available from anywhere 24/7. Many public libraries across the country are also noticing this trend, and are offering more personalized, in-person services and programs by staff, as they are freed from the circulation and information desk, due to the self-serve nature of digital library collections. This makes it imperative that CPL continue to be involved in community events and partnerships, and obtain onsite event and programming space.

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

Voting in favor: Chavez, Miller, Owens, Scholl, Smith-Payne.

Voting against: None.

Absent: Calvani, Counts.

The motion carried.

5. **Approval of FY 17-18 State Library Annual Report.**

The report was not printed, so this item was tabled until the next meeting.

6. **Approval of Library Reports for July and August, 2018.**

The Board reviewed the reports. Statistics for these months included:

July 2018:

8564 people visited the library.

6511 materials circulated: 3594 adult, 2542 children’s, 375 teen, 640 digital items.

128 new library cards were issued.

34 programs with 2171 people attending.

1244 computer sessions and 5454 wireless sessions were used.

900 information requests were received.

563 database uses were recorded.

1 incident(s) occurred.

August 2018:

8512 people visited the library.

5812 materials circulated: 3211 adult, 2283 children’s, 317 teen, 601 digital items.

139 new library cards were issued.

5 programs with 90 people attending.

1473 computer sessions and 4743 wireless sessions were used.

1007 information requests were received.

237 database uses were recorded.

1 incident(s) occurred.

Bernita Smith-Payne moved and Chris Owens seconded that the reports be approved.

Voting in favor: Chavez, Miller, Owens, Scholl, Smith-Payne.

Voting against: None.

Absent: Calvani, Counts.

The motion carried.

7. **Discussion of Library Operations.**

a. New children's program – Mother Goose on the Loose.

Youth Services Librarian Beth Nieman will add a new program this September, for very young children ages 0-3 years old. Musical games, basic words and concepts, simple interactive stories during book time, and educational play during social time are all aimed at meeting the early literacy needs of this age group.

b. Heritage Fest - September 15, 2018 in Halagueno Art Park.

The library will be participating in Heritage Fest, hosting cowboy poet Don Langford and telling "The Story of the Library" in the lobby. Staff members will be dressed in 1890s clothing and passing out flyers about the library history and the upcoming Friends of the Library meeting.

c. Friends of the Library General Meeting – October 18, 2018.

Heather Counts, Cassandra Arnold, and others are planning to hold a general membership meeting next month in the HoF to sign up hopefully many new members and elect a new Friends Board, who will then be able to move forward with rebuilding the group and working toward a Fall Book Fair.

d. Summer Reading 2018 Report.

This year's program was again very successful and well attended. 840 children and teens registered for the program. 42 programs were offered during June and July with 3,658 parents and children attending. Special guest included Curious Chris, the Singing Scientist, Rocky Mountain Puppets, and cowboy singer/poet Aspen Black. Feedback from children and parents was overwhelmingly positive.

e. Hispanic Heritage Month.

Bernita Smith-Payne inquired about possible library displays for Hispanic Heritage month (September 15 – October 15). The library plans to feature new Hispanic materials in the lobby for all ages.

8. **Adjourn.**

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

Voting in favor: Chavez, Miller, Owens, Scholl, Smith-Payne.

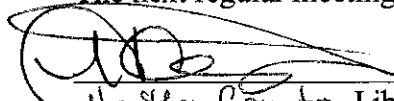
Voting against: None.


Absent: Calvani, Counts.

The motion carried.

The meeting adjourned at 5:25 p.m.

The next regular meeting is scheduled for October 10, 2018 at 4:30 p.m. in the Library.

  
Heather Counts, Library Board

  
Cassandra Arnold, Board Secretary