

Library Board of Trustees

June 14, 2023

Minutes

1. **Call to Order:** The Library Board of Trustees meeting was called to order by Vice Chair Wendy Slatkin at 4 p.m.

2. **Roll Call: Present:** Vice Chair Wendy Slatkin, Board Members: Jim Flock, Ralph Cavallo, Lynn Olson

Absent: Board Chair Renuka Balakrishnan

Other: Library Director Yuri Hurtado, Assistant Library Director Allen Callaci, Friends of the Library President Chester Olson, Assistant City Manager Stephen Parker, City Councilmember James Breitling.

3. **Oral Communications** - None offered.

4. **Approval of Minutes:** Jim moved to approve and Ralph seconded the minutes for the May 10, 2023 meeting be approved as corrected.

5. **Correspondence/Communications** - None offered

6. **Old Business**
Elevator Grant: Discussion ensued regarding progress on the elevator replacement project. Parker informed the board that the City has issue a PO to begin the job, though the grant check has not yet been received. Yuri has spoken with the State Library grant monitor who said the check will be issued shortly.
Building Forward Round 2: While the grant application has been submitted, there has been no word on when the Library will be notified on the State Library's funding decision. There is a possibility the grant will be partially funded. The Library requested projects be funded as prioritized in the following order:

Replace all shelving
Replace Carpet at new shelving
All new HVAC (Boiler and Chiller)
Bathrooms (ADA)
Water line Re-pipe / Lining
Roof Repair
Backup Generator
replace exterior glass
Commercial Water Heater Replacement

Entry door replacement/reading room doors
Replace acoustic ceiling tiles
Rewire for more/modernized outlets
Paint Exterior & interior
New Awnings
10 percent contingency

7. **New Business:** Library Board Officer Rotation: Wendy Slatkin, Ralph Cavallo, James Flock, Lynn Olson, Lester Sandy who will join at the July meeting.
8. **City Management Report:** Assistant City Manager Stephen Parker reported the budget for the upcoming fiscal year has been approved.
9. **Statistical Summary Report:** Board reviewed the statistical summary report.
10. **Library Management Report:** Summer Reading program got off to a successful kick-off. The Lunch at the Library program is serving hundreds of lunches to kids each day Mondays-Thursdays 10:45-12:45.
11. **Literacy Report:** The Board reviewed the Literacy report.
12. **Friends of the Library-** Friends of the Library President, Chester Olson reported funding for:
Adult Services, Crafts, Gardening & Seed Library
The Farmers Market moving to a new location has generated more sales revenue in the BookSeller store.
13. **Adjournment** The meeting was adjourned at 5:04pm

Submitted By: 
Library Director Yuri Hurtado

Approved: 