



**TOWN OF LOS GATOS
LIBRARY BOARD REPORT**

MEETING DATE: 11/9/16

**MINUTES OF THE LIBRARY BOARD MEETING
WEDNESDAY, NOVEMBER 9, 2016**

The Los Gatos Library Board of the Town of Los Gatos conducted a Regular Meeting on Wednesday, November 9, 2016 at 3:00 p.m.

ROLL CALL

Present: Chair CJ McCarthy, Commissioners Shelley Katz, Kitty King, Zeeshaan Chunawala, Molly Morgan, Library Director Dolly Goyal, and Town Manager Laurel Prevetti.

Absent: Commissioners Tom Atkinson and Lyn Dougherty.

MEETING CALLED TO ORDER at 3:05 p.m.

CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)

1. **Approval of September 14, 2016 Meeting Minutes**

MOTION: Motion to approve the minutes of September 14, 2016 by Kitty King.

Seconded by Shelley Katz.

VOTE: Motion passed unanimously.

BOARD MEMBER REPORTS

2. **Director's Report:** Dolly spoke about the new Town Facilities Use Policy and current modifications. She also announced that she is the President-Elect for the California Library Association. She shared how to get notifications about Library activities by signing up for the Library's Newsletter and also following the Library's Facebook and Instagram Page. The Friends Holiday Sing-along will take place on Friday, December 2nd at 7:00p. Dolly will start having guest staff at future Board meetings so everyone can get to know each other a little better.
3. **Guest: Laurel Prevetti, Town Manager:** Laurel thanked the Board for their service and high community engagement and also shared a little bit of information about herself. She talked to the Board about thinking of ideas for Town Council's Priority Setting Meeting in January as well as thinking about cross-commission engagement.
4. **Friends Update:** Tom was not available to provide a report.
5. **Update on Poet Laureate:** Stan Garber will be at the Tree Lighting (rain or shine) on Friday, December 2nd to read a poem.

Board Member Reports – continued

6. **Announcements:** Dolly made a reminder about November 15th invitation to the reception for the new Mayor and Tree Lighting Ceremony and Sing-a-long times. The Library will be holding their 5 year anniversary celebration on Saturday, February 11th from 1:00p - 4:00p. Final details will come at the January Board meeting.

OTHER BUSINESS

7. **Youth Member Project - Financial Presentation:** There was a debrief about the November Youth Financial Presentation where there was a discussion on what to do better next year such as: working on marketing, looking for ways to get the word out to the school or trying to get extra credit support from teachers, and changing the time to 2:30p or 3:00p since students left the Library around 4:00p. Youth Board members were asked to think of a project for 2017.
8. **Discuss Library News and Library Pamphlet:** Shelley suggested modifications to a pamphlet of Library Services that was featured at the Friends Bookstore, which should show what the Library offers aside from more than just books, magazines, and children's programs. Dolly noticed it was a pamphlet that was no longer used and would be working with the Friends to get an updated one.
9. **Discuss Agenda for next meeting:** January 11, 2017 at 3:00p. Priority Setting - how do we incorporate Boards into budget discussions/Budget and Priority Setting? Library 5th Anniversary update, Youth Project, CPLA - CA public library advocates; dues are \$25; in past years we paid at January meeting (Board will share information to the group. Workshop is usually in March at a local library, on a Saturday.)

ADJOURNMENT

The meeting adjourned at 3:52 PM.

Prepared by:

Approved as to form:

Judy Coughlin, Library Specialist

Dolly Goyal, Library Director