



CITY OF PACIFIC GROVE

300 Forest Avenue
Pacific Grove, California 93950
Telephone (831) 648-3100 • Fax (831) 375-9863

MEETING MINUTES

LIBRARY BOARD

DATE & TIME: Tuesday, August 11, 2015, 7:00 p.m.
LOCATION: Pacific Grove Public Library, 550 Central Avenue, Pacific Grove, CA 93950

MEETING AGENDA

1. **Call to Order** 7:03
2. **Roll Call** Present, Kristin Cushman, Stephanie Herrick, Golnoush Pak and Carol Greenstreet. Library and Information Services Director Steven Silveria
3. **Oral Communications:**
Comments from the audience will not receive Board action at this meeting. Comments may only concern matters on the agenda. Comments are limited to three minutes unless the Board decides otherwise.
City Council Liaison, Casey Lucius stated that she would recognize the contributions from Friends of the Library at next City Council meeting.
4. **New Business**
Study Session to explore enhancing the Volunteer Program at the Pacific Grove Public Library
Steven recommends that LAB have the program in place before recruiting volunteers. A person within the Friends of the Library has been identified to manage the program.
Action Item: Steven to report back to LAB in November
5. **Adjournment** 8:27

This meeting is open to the public and all interested persons are welcome to attend. The City of Pacific Grove does not discriminate against individuals with disabilities and meetings are held in accessible facilities.



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MEETING MINUTES

LIBRARY BOARD

DATE & TIME: Tuesday October 13, 2015, 7:00 p.m.

LOCATION: Pacific Grove Public Library, 550 Central Avenue, Pacific Grove, CA 93950

MEETING MINUTES

1. Call to Order 7:10

2. Roll Call Present, Stephanie Herrick, Golnoush Pak and Carol Greenstreet. Library and Information Services Director Steven Silveria

3. Oral Communications:
none

4. Board Announcements
None

5. Reports

A. City Council Liaison – none

B. Library Staff

- Full Time Library Technician retired. Steven will be going to the City Council for approval for backfill.
- Mid-year budget updates in progress.

6. Unfinished Business

A. Library Renewal Project:

- Two grants submitted, one for lighting and one for restroom restoration. (Monterey Peninsula Foundation and Monterey Community Foundation).
- Door to new meeting room is in place.

7. New Business

Gallery/Meeting Room Policy: Steven Silveria will work with staff to draft a policy for use of the space. Target for review in January.

8. Adjournment 8:10 PM

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MEETING MINUTES

LIBRARY BOARD

DATE & TIME: Tuesday, November 10, 2015, 7:00 p.m.
LOCATION: Pacific Grove Public Library, 550 Central Avenue, Pacific Grove, CA 93950

MEETING AGENDA

1. **Call to Order** 7:01 p.m.
2. **Roll Call** Present, Kristin Cushman, Stephanie Herrick, Golnoush Pak, Nancy Enterline and Carol Greenstreet. Library staff Diana Godwin
3. **Acceptance of Meeting Minutes August 11 & October 13, 2015**
Defer to January meeting
4. **Oral Communications:**
*Comments from the audience will not receive Board action at this meeting.
Comments may only concern matters on the agenda. Comments are limited to three minutes unless the Board decides otherwise.*
None
5. **Board Announcements**
None
6. **Reports**
 - A. City Council Liaison
Casey Lucius reported that city council passed a budget modification which allocated \$23,500 to the library to provide services and approved the request for two position changes.
 - B. Library and Information Services Director
Diana reported: Received \$150,000 gift into Building Donations Fund; Friends of the PG Library are funding the three chandeliers; Edge of the Sea is an amazing community effort.
 - C. Chair's Report

***Action:** Carol to ask Crystal for all year-to-date metrics in order to begin drafting annual report to City Council.*

7. Unfinished Business

A. Library Renewal Project

Diana reports on building renovation progress; Working on prioritizing projects in 2016.

B. Strategic Plan Update Report

None. Steven is absent. Defer to January.

C. Gallery/Meeting Room Guidelines

Library staff drafted guidelines for facility use that were distributed during the meeting.

***Action:** LB to review draft guidelines and discuss in next session.*

D. Study Session Library Volunteer Program

The Friends of the Library submitted a grant request to Monterey County Gives! Revisit the item in January when results of the grant are known.

***Action:** LB to ask Friends for status of volunteer opportunities, and if Community Foundation for Monterey County is another opportunity for funding.*

8. New Business

A. Role of Library Board and Future Directions and 2015 Work Plan

***Action:** LB to determine 2016 goals and how to fund Renewal Project with Stewardship Fund and other funds allocated to the Library.*

9. Adjournment 8:30 p.m.

Carol motions to adjourn; Golnoush seconds

No Meeting in December

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