



CITY OF PACIFIC GROVE
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Regular Meeting Minutes

LIBRARY BOARD

DATE & TIME: Tuesday, August 21, 2018, 7:00 p.m.
LOCATION: City Council Chambers, City Hall, 300 Forest Ave, Pacific Grove, CA 93950

- 1. Call to Order** 7:02 p.m.
- 2. Roll Call** Present: Nancy Enterline, Mary Ann Whitten, Patricia Davis, and Carol Greenstreet. Library Director Scott Bauer. City Council Liaison Cynthia Garfield.
- 3. Acceptance of Meeting Minutes:**
June 19, 2018: Approved.
- 4. Public Comments:**
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.
- 5. Board Announcements:**
 - The new Board member is Patricia Davis. Welcome, Patricia!
- 6. Reports**
 - A. Chair's Report:
 - We still have one vacancy, and encourage citizens to apply
 - B. City Council Liaison:
 - Cynthia Garfield gave a summary of the Poet's Perch property. The legacy gift was to be used as the residence for the Poet in Residence. A legal review determined that the property could be rented out at market rates and that revenue used to fund the Poetry Program. Assistant City Attorney Heidi Quinn will present her findings at a City Council meeting.
 - B. Library Director:
 - Scott Bauer noted that Books and Materials had been missing from the last budget reviewed by the Board. Corrected.
 - The Rebecca Costa Author event was very well attended, fascinating, and raised about \$5,000 for the Renewal Campaign.
 - Library Renewal Project: Scott met with Daniel Gho of the City.

They will meet with the Architect to see the design drawings and further the process at an August 27 meeting.

- Scott attended a presentation describing technology for creating spaces in a Library that can be used without Staff being present.

7. Unfinished Business

A. Library Renewal Project Report

- 94% of the \$2.5M goal has been raised to date.
- Scott Bauer is investigating three alternative locations for the Library closure. He is getting some costs, square footage, etc.

C. Library Board Charter

- The Charter was reviewed and the Board recommended deleting the additional detail added in the August 17, 2011 revision. This brings the Charter back to the original Charter Article 26 items 1, 2, and 3.
- Next steps: Submit to Assistant City Attorney Heidi Quinn as she works to instill consistency in the City Charters.

D. Community Engagement

- Discussion on how to serve all parts of the community. The Board created a subcommittee to discuss Community Engagement. Carol Greenstreet and Patricia Davis will be on the Sub-committee. Ideas:
 - Reach out to all areas of the city
 - Communicate how to checkout books, attend children's program, get reference information
 - Consider how to distribute services (Monterey's Bookmobile?)
 - Scott Bauer visited the Sally Griffin Center for a lightly attended meeting
 - Diana Godwin visited Canterbury Woods and Forest Hill
 - Determine how to do a better outreach to underserved areas – general library surveys show that people who live more than a mile from a Library are less likely to visit
 - Consider a survey on Library requirements (possibly at the Farmers Market, Butterfly Bazaar; other)

8. New Business

A. Future Meeting Dates: The Board meets the Third Tuesday

- September 18: keep
- October 16: cancel
- November: Move meeting to November 13 since Nov 20 will be Thanksgiving week.
- December 18: keep

10. Adjournment: 8:00 PM

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.