



# City of Watsonville

Library 2nd Floor  
Conference Room  
275 Main Street,  
Watsonville, CA

## Meeting Agenda

### Board of Library Trustees

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Thursday, October 15, 2020

6:00 PM

REMOTE MEETING

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JOIN THE MEETING VIRTUALLY AT [https://zoom.us/j/96838442562?](https://zoom.us/j/96838442562?pwd=NWUvcVVGVWJJNGx4YXB5SW5YekNPQT09)  
[NGx4YXB5SW5YekNPQT09](#)

### Notice of Remote/Teleconferencing Meeting

*This meeting is being held in accordance with the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, the Santa Cruz County Health Officer Extended and Modified Shelter in Place Orders, and the Governor's Executive Orders N-25-20 and N-29-20, that allows attendance by members of the Board of Library Trustees, City staff, and the public to participate and the Board of Library Trustees to conduct the meeting by teleconference, videoconference, or both.*

*HOW TO VIEW THE MEETING: There is no physical location from which members of the public may observe the meeting. Please view the meeting which is being video streamed.*

*HOW TO PARTICIPATE BEFORE THE MEETING: Members of the public are encouraged to submit written comments through the Board of Library Trustees portal at <https://watsonville.legistar.com> by clicking e-Comment or by emailing [library@cityofwatsonville.org](mailto:library@cityofwatsonville.org). All comments will be part of the meeting record. Emails received three hours before the meeting will not be uploaded to the Agenda and may not be seen by the Board or staff. They will be added to the agenda the day after the meeting.*

*HOW TO PARTICIPATE DURING THE MEETING: Members of the public are encouraged to join the meeting through Zoom from their computer, tablet or smartphone [https://zoom.us/j/96838442562?](https://zoom.us/j/96838442562?pwd=NWUvcVVGVWJJNGx4YXB5SW5YekNPQT09)  
Passcode 571059*

*The City of Watsonville, in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access and/or participate in Board of Library Trustees meetings to please contact the City Clerk's Office at (831) 768-3040, at least three (3) business days before the scheduled meeting to ensure that the City can assist you.*

## 1. ROLL CALL

## 2. APPROVAL OF MINUTES

*All items appearing on the Consent Agenda are recommended actions which are considered to be routine and will be acted upon as one consensus motion. Any items removed will be considered immediately after the consensus motion. The Chair will allow public input prior to the approval of the Consent Agenda.*

### LIBRARY BOARD MINUTES SEPTEMBER 17, 2020

Attachments: [LB Minutes -091720](#)

### **3. ORAL COMMUNICATIONS**

*(This time is set aside for members of the general public to address the Board on any item not on the Agenda, which is within the subject matter jurisdiction of the Board. No action or discussion shall be taken on any item presented except that any Member may respond to statements made or questions asked, or may ask questions for clarification. All matters of an administrative nature will be referred to staff. All matters relating to Board will be noted in the minutes and may be scheduled for discussion at a future meeting or referred to staff for clarification and report. Any Member may place matters brought up under Oral Communications on a future agenda.*

#### **3.1 ORAL COMMUNICATIONS FROM THE PUBLIC AND TRUSTEES**

#### **3.2 ORAL COMMUNICATIONS FROM THE LIBRARY DIRECTOR**

##### **A. COMMENT FORMS**

### **4. UNFINISHED BUSINESS**

#### **4. LIBRARY IMPLEMENTATION PLAN UPDATE**

### **5. NEW BUSINESS**

### **6. REPORTS**

#### **6.1 FRIENDS OF THE LIBRARY**

#### **6.2 PROGRAMS**

### **7. ADJOURNMENT**



# City of Watsonville

## Meeting Minutes

### Board of Library Trustees

Library 2nd Floor  
Conference Room  
275 Main Street,  
Watsonville, CA

*Chair Victoria M. Bañales*

*Vice Chair Barbara Corrigan*

*Blanca Baltazar-Sabbah, Trustee*

*Joyce Parr, Trustee*

*Providence Medrano Martinez, Trustee*

*Diane Muñoz, Trustee*

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Thursday, September 17, 2020  
6:00 P.M.

Virtual Meeting

## 1. ROLL CALL

MEMBERS PRESENT: Baltazar-Sabbah, Bañales, Corrigan, and Parr

STAFF MEMBERS PRESENT: Alicia Martinez, Interim Library Director and Luz Martinez, Administrative Analyst.

## 2. APPROVAL OF MINUTES

2.1 MINUTES OF AUGUST 20, 2020 – Trustee Corrigan motioned to approve minutes seconded by Trustee Baltazar-Sabbah motioned passed with four ayes.

## 3. ORAL COMMUNICATIONS

### 3.1 ORAL COMMUNICATIONS FROM THE PUBLIC AND TRUSTEES

Trustee Bañales discussed the Cabrillo Puente Project that supports under-represented communities throughout Santa Cruz County, majority being Latinx students. Their mentor program pairs students with a working professional to help guide and support them through their college journey. If you are interested in becoming a mentor, please email Trustee Bañales at [vibanale@cabrillo.edu](mailto:vibanale@cabrillo.edu) for more information. Meetings will be virtual.

### 3.2 ORAL COMMUNICATIONS FROM THE LIBRARY DIRECTOR

The Interim Library Director announced that libraries nationwide are celebrating Library Card Sign-up through the month of September. Please encourage your contingents to sign-up for a library card.

We are now offering drop-in computer use (1 hour) and wireless printing during our curbside hours.

The Interim Library Director has vetted various databases that will help support distance learning. She has chosen Brainfuse; that offers three services

HelpNow, VetNow and JobNow. Visit our website to get detailed information.

RBdigital has merged with Overdrive; patrons need to download the Libby application to access our e-resources, detailed instructions can be found on the website.

The Interim Library Director briefly demonstrated how to navigate the library website. She encouraged the trustees to explore the website and email her any feedback.

The Interim Library Director is in the process of creating a reopening plan. The library will open in phases and follow the guidelines set by California State Library.

- Phase 1 – 1<sup>st</sup> Floor & Restrooms, patrons would not be allowed to browse collection
- Phase 2 – 2<sup>nd</sup> Floor, browsing allowed
- Phase 3 – Study Rooms and Meeting Room
- Phase 4 – Freedom Branch Library

## **4. UNFINISHED BUSINESS**

### **4.1 WPL STRATEGIC PLAN AND IMPLEMENTATION OF STRATEGIC PLAN**

The Interim Library Director presented and explained the 2-year Implementation of the Strategic Plan. Trustee Baltazar-Sabbah motioned to approve the Implementation of the Strategic Plan seconded by Trustee Corrigan motioned passed with four ayes.

### **4.2 POET LAUREATE**

The City Manager approved the exploration of a Poet Laureate. The library would be able to support a stipend up to \$2000. Trustee Bañales motioned to begin the process to select a Poet Laureate seconded by Trustee Corrigan

motioned passed with four ayes. A committee will be formed by the Board in January to start the process.

## **5. NEW BUSINESS**

### **5.1 LIBRARY BUDGET OVERVIEW**

The Interim Library Director presented the proposed library budget that was approved by the City Council. The library revenues are based on county sale and property taxes that constantly fluctuate. The Interim Library Director is keeping a close eye on library expenses. She will continue to give quarterly updates.

## **6. REPORTS**

### **6.1 FRIENDS OF THE LIBRARY**

The Friends' continue to support all library programs.

### **6.2 PROGRAMS**

- Trivia Night – September 29<sup>th</sup>
- Latinx Heritage Art Contest – Submissions can be drawings, mixed media art or mosaics
- Sugar Skull Kits
- Storytime Kits - Every two weeks you can stop by curbside to pick up a new kit that includes a craft and other library resources.
- Baile Folkorico – A pre-recorded video based on Day of the Dead will be posted October 15<sup>th</sup>
- Hora de Cuentos – Live Streaming Spanish Storytime on Tuesday evenings at 6:00pm.
- Bilingual Baby Laptme – Live Streaming Wednesdays at 10:30 am
- Bilingual Toddler Time – Live Streaming Thursdays at 10:30 am
- My first Book Club – Students K-5 will read aloud and have a discussion to help with comprehension via Zoom starting in October.
- Excel in Place – The Library with the collaboration of the Parks Department has agreed to be a learning site for 12 students ranging

from 5-12 years old. Staff will be helping them with their distance learning and other activities Monday – Friday 8:00-12:00pm

- Poetry Circle – October 1st from 5:00-7:00 pm hosted by Magdalena Montagne featuring Anna Citrino and Terra Summers and followed by open mic.

**ADJOURNMENT**

**7:05 pm**