



LIBRARY BOARD OF TRUSTEES MEETING MINUTES
May 11, 2023

IN ATTENDANCE

Library Board of Trustee members present

George Rodericks (Chair), Sally Low, Brook Crosby

Absent

William Sawyers

Halicue Hanna

Staff

Anji Brenner (City Librarian), Kristen Clark, Jenn Hooker

Public

None

CALL TO ORDER – 5:30 PM

PUBLIC OPEN TIME – No public present.

CORRESPONDENCE – None.

BOARD ANNOUNCEMENTS – The Board welcomed new Trustee Crosby to the Board.

APPROVAL OF MINUTES

Minutes of the April 13, 2023 meeting were approved without changes.

CITY LIBRARIAN'S REPORT

Director Brenner reported on the following topics:

- Program Brochure
 - The printed Program Brochure for May – August has been mailed out to all MV residents.

- The library has received phone calls from some MV residents expressing their strong opinions, positive and negative, about having a Drag Queen storytime for children that is scheduled for 6/4/23. Director Brennan is developing a response if the negative feedback escalates. Libraries in Alameda and Redwood City have had protestors at their Drag Queen storytimes. The library will have extra staff present for the event and the MV police department has been made aware of this event so that they can respond as necessary.
- A new exhibit is up in the gallery for AAPI month.
- There are 3 new hires in the history room. One of the new hires is working on an exhibit for Pride month.
- Director Brennan has submitted a new grant request for FY23-24 to fund the ZIP books program which is funded by the CA State Library. The FY22-23 grant request was for \$20K and the library received half of that amount. The library is asking for \$20K again.
- 2 upcoming library after hours events: Poets for Science and the Queer Chorus of San Francisco.
- The library will be offering 15 minute Zoom appointments on 5/24 to hear from the public about where do you want the library to show up. As part of the community outreach efforts, the library will schedule monthly 2 hour blocks throughout the city based on requests made via the Zoom appointments.
- A long standing PT library employee is leaving, effective 5/22. A replacement has already been hired.

OLD BUSINESS

1. Update on One-Year Work Plan
 - a. The library has started an internal DEI group focusing on programs and opportunities for library employees.
 - b. Director Brennan is working on making sure that all the programs listed in the summer brochure will be appropriately staffed.
 - c. There have been many new hires so the library has been working on training new staff members as well as having a new staff retreat.
 - d. There will be a field trip to the Belvedere-Tiburon (B-T) library to learn about all the new technologies that have been incorporated into the B-T system with the new renovations
 - e. There was an after hours party on 5/5 to welcome all the new hires. Many of the staff are working here as a second or third career.
2. Discussion of Recording Booth Use Policy
 - a. The current reservation system does not allow for signup waitlists or track no shows. Repeated no shows would be dealt with on an individual basis but it is not expected to be a problem given the excitement of patrons to have a recording booth available.
 - b. Any users of the recording booth must also adhere to the Patron Code of Conduct.
 - c. Currently, users would be limited to 2 sessions per month which would decrease the likelihood of the recording booth being used for commercial purposes such as podcasting. The library does not have the resources to track every user's content.
 - d. The following modifications to the policy were suggested:

- i. While the library does not want to infringe on an individual's right to free speech, a library disclaimer has been added to the policy in case a user records hate speech or other topics that could be considered controversial, inflammatory or inappropriate.
 - ii. Each user will be required to sign a consent form agreeing adhere to the recording booth use policy.
 - e. A motion was made to approve the draft policy with the modifications suggested. The motion was seconded and approved by the Board.
3. Create meeting schedule for the year
 - a. The Board discussed the Calendar of meetings. It was mentioned that July, August and December were difficult months to schedule. A motion was made to continue having the board meetings on the 2nd Thursday of each month except for August and December. The motion was seconded and approved by the Board.

AGENDA FOR NEXT MEETING

- Update on One-Year Work Plan

NEXT MEETING – June 8, 2023

ADJOURNMENT: 6:10 pm

Prepared by: Sally Low