

**City of Gilroy  
Library Commission  
Minutes  
Wednesday, February 11, 2026 | 7:00 PM**

**1. CALL TO ORDER**

Meeting was called to order at 7:03 p.m. by Commissioner Coverson-Baxter.

**2. ROLL CALL**

<b>Attendance</b>	<b>Attendee Name</b>
Present	Victoria Coverson-Baxter, Commissioner Saied Nooshabadi, Commissioner Jan Guffey, Commissioner Christina Tovar, Commissioner Joseph Coughlan, Commissioner
Absent	None

**3. SECRETARY'S REPORT**

The meeting agenda was posted on February 6, 2026.

**4. INTRODUCTIONS**

Since there were three new commissioners, all five commissioners introduced themselves as well as staff.

**5. APPROVAL OF MINUTES**

Nooshabadi motioned to approve the minutes. Coughlan seconded. Motion passed 5-0-0.

**1. Approval of the Minutes from the June 18, 2025 Regular Meeting of the Library Commission**

**6. APPROVAL OF AGENDA**

Nooshabadi motioned to approve the meeting agenda. Coughlan seconded. Motion passed 5-0-0.

**7. LIBRARY STAFF RECOGNITION**

None.

**8. UNFINISHED BUSINESS**

**1. Library Commission Workplan Updates**

The Commission reviewed its work plan:

- Capital Improvements — Project manager Ryan Osenton provided a detailed update to the Commission on the bond-funded capitol improvement upgrades to the library. The City is currently working with a firm to provide schematic designs, which includes renovation of the children's activity room, teen room, second floor open space area, circulation center, and the replacement of the

current building management system software. The current timeline is for construction is scheduled to begin in Fall 2026 and be completed at the beginning of summer 2027. Osenton also provided an update about the Civic Center Master Plan and how it could potentially impact the library. There's a public meeting about it on February 25. Commissioners did have questions about both projects, which Osenton fielded.

- Art Installation — Wong will reach out to other libraries within the SCCL system that have or had an art installation and will share her findings with the Commission at their next meeting. The Commission expressed interest in collaborating with the Arts and Culture Commission on this item.
- Represent the Library Commission — Commissioners are encouraged to attend library programs that include being a guest reader during storytime and/or attending special events where the library is tabling.
- Participating in the annual CLA or ALA conference — Former Commissioner Lowry attended the CLA conference in Riverside this past October. Wong mentioned there's a one-day conference in Ontario for supporters of libraries. She'll send Henig the information, which he will forward to commissioners.
- Promote the Commission — Commissioners can promote the Library Commission at various special events where the library is already tabling. Henig will order name tags for new commissioners.

## **9. NEW BUSINESS**

### **1. Approval of the 2026 Library Commission Meeting Schedule**

Coughlan motioned to approve the proposed 2026 library schedule (2/11, 5/13, 8/12, and 10/14). Nooshabadi seconded. Motion passed 5-0-0.

### **2. Selection of Chair and Vice-Chair of Library Commission**

Nooshabadi nominated for chair Coverson-Baxter, who accepted the nomination. Motion passed 5-0-0. Baxter nominated Nooshabadi for Vice Chair, but he declined. Nooshabadi nominated Tovar for Vice Chair, but she declined. Tovar nominated Guffey, who accepted the nomination for Vice Chair. Motion passed 5-0-0.

## **10. LIBRARY REPORTS**

### **1. SCCL Technology & Internet Policy Draft Review**

County Librarian advised the Commission about the District's updated "Technology and Internet Policy." Coughlan recommended that the last bullet point under "Public Computers & Internet Access" on page one be divided into two bullet points. Baxter had a question about the definition of "good standing," which Weeks was able to answer.

### **2. Santa Clara County Library reports: July 2025 through February 2026**

Weeks presented her report that was included in the meeting packet.

### **3. Gilroy Library Report**

Wong provided the February program calendar and a one-page summary of library happenings. She shared statistical data, an update on the Storywalk, 2026 goals, and events coming soon to the library.

**11. STAFF/COMMISSION COMMENTS**

**12. FUTURE AGENDA ITEMS**

Baxter proposed that the Commission have a "good-bye" appreciation if Nooshabadi decides to step down from the Commission in May.

**13. ADJOURNMENT**

Baxter adjourned the meeting at 8:55 p.m.