

City of Gilroy
Library Commission Regular Meeting Minutes
Wednesday, April 9, 2025, | 7:00 PM

1. CALL TO ORDER

Meeting was called to order at 7:05 p.m. by Commissioner Coverson-Baxter.

2. ROLL CALL

Attendance: Present
Victoria Coverson-Baxter, Commissioner
Saeid Nooshabadi, Commissioner
Kasandra Lowry, Commissioner

3. SECRETARY'S REPORT

The meeting agenda was posted on April 4, 2025.

4. APPROVAL OF MINUTES

4.1. Wednesday, February 12, 2025

RESULT: Pass
MOVER: Saeid Nooshabadi, Commissioner
SECONDER Kasandra Lowry, Commissioner
AYES: Commissioner Coverson-Baxter, Commissioner Lowry, Commissioner Nooshabadi

5. APPROVAL OF AGENDA

5.1

RESULT: Pass
MOVER: Kasandra Lowry, Commissioner
SECONDER Saeid Nooshabadi, Commissioner
AYES: Commissioner Coverson-Baxter, Commissioner Lowry, Commissioner Nooshabadi

6. LIBRARY STAFF RECOGNITION

Community Librarian Wong introduced circulation aid Catherine.

7. PRESENTATION ABOUT CIVIC CENTER MASTER PLAN

Ryan Osenton, the City of Gilroy's Project Manager, presented an update on the City's Civic Center Master Plan project to the Library Commission. This comprehensive plan aims to transform the city's central hub into a vibrant community space that caters to the diverse needs of the community.

The few conceptual proposed layouts were presented that feature an exciting Recreation/Aquatics area, a state-of-the-art city hall, an arts and senior center, and a newly created Gilroy Civic Park. These innovative spaces are intended to promote social interaction, recreation, and civic engagement among residents.

The City of Gilroy has been actively soliciting community feedback through a series of workshops, and another scheduled community workshop is coming on Tuesday, May 20, 2025. This will provide residents with another opportunity to share their thoughts and suggestions on the proposed plans. Commissioner Nooshabadi provided some feedback for consideration.

8.

UNFINISHED BUSINESS

8.1. Library Commission Workplan

The Library Commission is continuing its existing work plan for FY24-FY25.

- **Feedback on programs and services offered at the Gilroy Library:** The Commission will continue to provide valuable feedback regarding program and services at the Gilroy Library.
- **Training/Conference:** The Commission will continue to evaluate the possibility of participating in the California Library Association (CLA) conference on October 23-25, 2025, in Riverside, CA. The Commission will take into consideration the current budget allocation for the next two fiscal years.
- **Promotion of Library Commission:** The Commission will further explore the opportunity to become a member of the California Public Library Advocates organization. Staff Bautista will provide the link to the organization's website for review.
- **Capital Improvements to the Gilroy Library:** The improvement project is nearing the completion of the Request for Proposal (RFP) for design services, with the expectation of releasing it by the end of next week (April). As part of the project's requirements, a mandatory walkthrough will be scheduled for either April 28th or April 29th. This walkthrough is a crucial step in the process and will ensure that all necessary considerations are addressed. Following the walkthrough, the goal is to have the design award contract presented to Council by either June or July of 2025.

FY26 and FY 27 Draft Workplan

Staff Bautista reviewed the FY26 and FY27 drafted workplan, which includes carryovers from the previous FY24-FY25 workplan. The workplan remains the same.

- Study of community art installation or display at the Gilroy Library (New Workplan).
- Represent the Library Commission at Library functions and programs such as Story time, and staff appreciation days (New Workplan).
- Provided feedback on the Santa Clara County Library System regarding library services and programs offered at the Gilroy location (Existing Workplan).

- Participate in the annual California Library Association (CLA) or the American Library Association (ALA) conference (Existing Workplan).
- Promote the commission's purpose and inform the Gilroy community of Library Commission's present and visibility (Existing Workplan).
- Provide recommendations to the City Council regarding capital improvements to the Gilroy Library to be funded by the unspent library bond proceeds (Existing Workplan).

The Commission is now awaiting City Council approval of the proposed FY26 and FY27 Workplan and the budgetary request. The results will be shared at the upcoming meeting on June 11.

9. **LIBRARY REPORTS**

9.1. **County Library report for March and April 2025**

County Librarian Jennifer Weeks announced National Library Week. Several topics were highlighted, including poetry among teens, exploring the use of podcasting (suggested by Commissioner Nooshabadi), a book dash service, and a county workshop involving probation and juvenile services.

9.2. **Gilroy Library Report**

Gilroy Librarian Cassandra Wong reviewed existing and upcoming events and programs in March and April. As we discussed, this involved reviewing information related to the libraries play space, story walk, outreach efforts, visits at the library, and trends.

Wong encouraged the Commission to attend the Volunteer Luncheon on Tuesday, April 29 at the Gilroy Library, commencing at 11:30am.

10. **STAFF/COMMISSIONER COMMENTS**

City staff will provide Library Commission name tags by next meeting.

Commissioner Lowry attended the Intercambio class, which she had the opportunity to practice English and Spanish conversation.

10.1. **District-Based Elections Outreach Announcement**

The City of Gilroy is currently implementing a change in its electoral system. This transition involves shifting from an at-large elections system to a district-based one. In the new system, the city will be divided into separate districts, each represented by a City Council Member who resides within the district and is elected by the voters within that district.

A series of public hearings will be held to discuss and gather input on proposed districting map options.

11. **FUTURE AGENDA ITEMS**

Commissioner Baxter requested link for membership for advocacy group and to bring back an item in June regarding Council actions on FY26 and FY27 workplan, budget request, and selection of commissioner(s) for October conference, if applicable.

Library Commission will provide updates on their FY24-25 workplan.

12. **ADJOURNMENT**

Chair Coverson-Baxter adjourned the meeting at 8:18 p.m.


Vince Bautista, Jr
Recording Secretary