

**City of Gilroy**  
**Library Commission Regular Meeting Minutes**  
**Wednesday, May 8, 2024 | 7:00 PM**

1. **CALL TO ORDER**

Chair Coverson-Baxter called the meeting to order at 7:04 pm.

2. **ROLL CALL**

<b>Attendance</b>	<b>Attendee Name</b>
Present	Victoria Coverson-Baxter, Chair Saied Nooshabadi, Vice Chair Gabriela Kim, Commissioner
Absent	None

3. **SECRETARY'S REPORT**

The meeting agenda was posted online and in the City Hall kiosk on Friday, May 3, 2024.

4. **APPROVAL OF MINUTES**

4.1. **March 13, 2024**

**RESULT: Pass**

**MOVER:** Gabriela Kim, Commissioner

**SECONDER** Saeid Nooshabadi, Commissioner

**AYES:** Commissioner Coverson-Baxter, Commissioner Kim, Commissioner Nooshabadi

5. **APPROVAL OF AGENDA**

**RESULT: Pass**

**MOVER:** Gabriela Kim, Commissioner

**SECONDER** Saeid Nooshabadi, Commissioner

**AYES:** Commissioner Coverson-Baxter, Commissioner Kim, Commissioner Nooshabadi

6. **PRESENTATION FROM MAYOR BLANKLEY**

A video message from the mayor was played for the Commission.

7. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

None.

8. 8.1. **Review Library Commission Workplan for Fiscal Years 2024 and 2025**

Henig reviewed the current work plan with the Commission. Here were the following updates:

- **Training/Conference:** Coverson-Baxter, who was selected by the Commission to attend the American Library Association’s (ALA) annual conference, was seeking input on which sessions she should attend Sunday and Monday (6-30-7/1). At the previous meeting, she received input for the sessions held on Saturday, June 29. The recommended list were:
  - iLead: Preparing Tomorrow’s Library Leaders with an EDI Lens
  - Lead Your Friends Organization Through Transformation
  - “Let Us Help Advance the Field”: Neurodivergent Librarian Voices Shaping Neuroinclusive Library Workplaces
  - Community ESL Classes at Public Libraries: The Why and How
  - Not Just One Thing: Intellectual Freedom and Information Literacy through a Social Justice Lens
  - Top 10 Things Every Library Board Member Should Know - But Often Don't
  - Building Partnerships with Communities in Africa : Sister Cities 500 in 5 years
  - Library Boards & Trustees Discussion Group
  - REFORMA's Children in Crisis Project - Creating Immigrant Youth and Library Connections
  - Library Facilities & Interiors Interest Group
  - Prepared Libraries, Empowered Teams: Putting Words to Action
  - READCON: A Curriculum for Library Readiness, Advocacy, and Community Empowerment During Challenging Conditions
  - Commissioner Nooshabadi recommended additional ones for Baxter to attend:
    - How Your Library can Support Users Impacted by Incarceration: Standards Launch
    - Depositing Joy: Programming and Services for Families Experiencing Homelessness
    - Services to Refugees, Immigrants and Displaced Persons Sub-committee (SRIDP) Meet & Greet
- **Promotion:** Commissioner Nooshabadi requested that the City Council interview commission applicants midyear. Currently, the City Council plans to interview applicant for vacant commission seats in December on an annual basis. Staff will forward his comment and provide a response at the next meeting.
- **Capital Improvements:** Finance Director Harjot Sangha informed the Commission that the City’s Engineering team is currently reviewing the proposed designs for the library capital improvements. The project will be added to the City’s CIP list. Sangha plans to share the plans at the August meeting.

**LIBRARY REPORTS**

9.1. **County Library report for April 2024 and May 2024**

Deputy County Librarian Stephen Fitzgerald presented his report that included the following:

- Poetry Month at the Library
- The Hoopla
- Juvenile Detention Center
- Asian American & Pacific Islander Heritage Month
- Summer Reading
- Free Entry to Local Parks
- Movers and Shakers – a Gilroy librarian was recognized in the magazine *Library Journal*.
- Virtual Author Talks

Commissioner Nooshabadi requested a report about the library's juvenile incarceration program at the August meeting.

9.2. **Gilroy Library Report**

Gilroy Librarian Casandra Wong discussed the following from her report:

- El Dia De Los Ninos event on April 20
- Commendation from the Santa Clara County Board of Supervisors
- Battle of the Books event
- Movers and Shakers – a Gilroy librarian was recognized in the industry magazine, *Library Journal*, for her achievements. Commissioner Nooshabadi requested that the librarian that was featured in *Library Journal* be recognized at a future commission meeting. Library staff will arrange for it.
- Library data update included circulation figures, total number of events and attendees; and total number of library patrons.
- May calendar and programs

9. **UNFINISHED BUSINESS**

10. **STAFF COMMENTS**

Henig reminded the Commission the next meeting is on August 14, 2024.

11. **FUTURE AGENDA ITEMS**

The Commission requested that a new line item be added to the agenda, which would be called "Library Staff Recognition." Wong will feature a different staff member to be recognized for their achievements at commission meeting. The first staff member will be Elizabeth Munoz-Rosas, who was featured recently in *Library Journal*.

12. **ADJOURNMENT**

Chair Coverson-Baxter adjourned the meeting at 8:17 p.m.

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Adam Henig, Recreation Division  
Recording Secretary