

**City of Gilroy**  
**Library Commission Regular Meeting Minutes**  
**Wednesday, January 24, 2024 | 7:00 PM**

**1. CALL TO ORDER**

Chair Coverson-Baxter called the meeting to order at 7:03 pm.

**2. ROLL CALL**

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

**3. SECRETARY'S REPORT**

The meeting agenda was posted online and in the City Hall kiosk on Friday, January 19, 2024.

**4. APPROVAL OF MINUTES**

**4.1. September 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. INTRODUCTIONS**

None.

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

None.

**8. UNFINISHED BUSINESS**

- 8.1. **Approval of the 2024 Library Commission Meeting Schedule**  
Chair Coverson-Baxter recommended the Commission meet the same months as they did in 2023 except for September. She would like to instead meet in August. The proposed 2024 meeting dates are: January 24, March 13, May 8, August 14, November 13. Motion passed 3-0-0.

**RESULT: Pass**

**MOVER:** Commissioner Coverson-Baxter

**SECONDER** Gabriela Kim, Commissioner

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

## 9 NEW BUSINESS

- 9.1. **Review Library Commission Workplan for Fiscal Years 2024 and 2025**  
Henig reviewed the current work plan with the Commission. Here were the following updates:

- The registration information for the ALA conference has not been made available yet. Once it does, staff will notify Coverson-Baxter and register her.
- Commissioners will continue to promote serving on the Library Commission to Gilroy residents. Recently, Coverson-Baxter made an announcement at a local AAUW meeting.
- The City has received a conceptual proposal from the Library staff about potential facility upgrades paid for by the library building bond. The City is now conducting its due diligence to ensure that these proposed items are eligible to be paid for through the bond. Once the City completes this task, the next step will be obtain cost estimates.

- 9.2. **Selection of Chair and Vice-Chair of Library Commission**  
Vice Chair Nooshabadi nominated Coverson-Baxter to be the Chair for 2024. Kim nominated Nooshabadi to be the Vice Chair. Coverson-Baxter motioned to become the chair for the 2024 term and Nooshabadi to serve as the Vice Chair. Nooshabadi seconded. Motion passed 3-0-0.

**RESULT: Pass**

**MOVER:** Commissioner Coverson-Baxter

**SECONDER** Gabriela Kim, Commissioner

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

## 10. LIBRARY REPORTS

- 10.1. **Santa Clara County Library Reports for December 2023 – January 2024 (attached)**

Deputy County Librarian Marlene Iwamoto presented the report that included the following:

- Silicon Valley Reads 2024
- Become a volunteer to help adults improve their reading skills
- Joint Powers Authority meeting on 1/24 and the annual County Library Forum which will be on February 3.
- New Campbell Library will open in 2025.

## 10.2. **Gilroy Library Report**

Gilroy Librarian Casandra Wong discussed the following from her report:

- Programming updates from the holidays through January 25, 2024
- Gilroy Library circulation data
- Data about program participants
- Community events the library has participated in
- January calendar of schedule.

Wong also presented about the library's proposed StoryWalk project that they would like to incorporate into a public space outside of the library, preferably at a park. The StoryWalk is comprised of a children's story divided into seventeen panels over the course of a half a mile. Typically, it's held in a city park along a trail that is accessible to all users. Wong recommends the story be bilingual. Kim suggested to consider the Levee as a possible location.

Wong plans to meet with city staff and key stakeholders to obtain input and discuss next steps. She will report back at the next meeting.

## 11. **COMMISSION COMMENTS**

None.

## 12. **STAFF COMMENTS**

None.

## 13. **FUTURE AGENDA ITEMS**

A request to have the Story Walk added to a future agenda.

## 14. **ADJOURNMENT**

Chair Coverson-Baxter adjourned the meeting at 8:05 p.m.

AH

Adam Henig, Recreation Division  
Recording Secretary