

**City of Gilroy
Library Commission
Minutes
Wednesday, August 12, 2026 | 7:00 PM**

1. CALL TO ORDER

Meeting was called to order at 7:04 p.m. by Commissioner Coverson-Baxter.

2. ROLL CALL

PRESENT

Victoria Coverson-Baxter, Commissioner

Jan Guffey, Commissioner

Christina Tovar, Commissioner

Joseph Coughlan, Commissioner

ABSENT

Saeid Nooshabadi, Commissioner

3. SECRETARY'S REPORT

The meeting was posted on August 8, 2026.

4. APPROVAL OF MINUTES

Approval of the Minutes from the May 13, 2026 Regular Meeting of the Library Commission

Tovar motioned to approve the minutes. Coughlan seconded. Motion passed 4-0-0.

5. APPROVAL OF AGENDA

Approval of the Agenda

Coughlan motioned to approve the minutes. Tovar seconded. Motion passed 4-0-0.

6. LIBRARY STAFF RECOGNITION

Gilroy Librarian Cassandra Wong recognized a college intern who is working at the Library. She attends San Jose State University and is planning on becoming a librarian.

7. UNFINISHED BUSINESS

1. Library Commission Workplan Updates

The Commission discussed the following from their work plan:

- **CLA Conference** - At the May meeting, the Commission selected commissioner Coughlan to attend the annual California Library Association (CLA) conference in Riverside. The commission reviewed the conference program schedule and provided input on what sessions Coughlan should attend. The recommended topics that he should focus on included: advocacy, archives, incarceration, strategic planning, reader readiness, cultural responsiveness, facilities, LGBTQ+, civic engagement, data, AI, public engagement, friends of library, and art.

- **Art Installation** - Wong suggested if the Library hosts an event, she could tie in art by a local artist, followed by a reception to celebrate the artist's work; members of the public can meet the artist too. Wong will notify the commission when this is scheduled.
- **Promote Commission's presence** - it was suggested to make the website more accessible for locating the meeting agenda. Henig said he would forward the suggestion to the city clerk.

8. NEW BUSINESS

None.

9. LIBRARY REPORTS

1. Santa Clara County Library reports: June 2026 through August 2026

County Librarian Jennifer Weeks discussed the following:

- Applications to become the next County Poet Laureate
- Author presentation coming up in Cupertino
- Was asked about any budget challenges the library might be facing in the near future.

2. Gilroy Library Report

Gilroy Librarian Wong discussed the following:

- Would like to recognize their Friends of library board at a future Commission meeting.
- Gilroy library saw an increase in circulation of items in July.
- Staff are getting ready for the new school year.
- The library has been and continues to table at special events and schools.

There was a public comment from Greg Felios, who wanted to thank the Commissioners for their efforts.

10. STAFF/COMMISSION COMMENTS

Comments and questions asked:

- Coughlan asked how many residents the library serves. Wong estimates about 30% have a library card but even more are utilizing library services.
- Tovar inquired how best to advocate for the library when asked by community members. Wong suggested that they share the library's mission statement and obtain a library card if they don't have one

- Coverson-Baxter recommended the meeting date get changed for the next meeting so it falls after the CLA conference. Henig will follow up with commissioners about a future date.

11. FUTURE AGENDA ITEMS

12. ADJOURNMENT

Coverson-Baxter adjourned the meeting at 8:30 p.m.