

MINUTES

BOARD OF LIBRARY TRUSTEES OF THE POMONA PUBLIC LIBRARY

**POMONA PUBLIC LIBRARY
625 SOUTH GAREY AVENUE**

REGULAR MEETING

**May 17, 2017
5:00 P.M.**

100. OPENING

• **110. Call to Order**

Trustee Smith called the meeting to order at 5:01 p.m.

• **120. Pledge of Allegiance**

Trustee Buck led the Pledge of Allegiance

• **130. Roll Call**

Present Trustees:

Nora Garcia (Mayor's Appointee)
Duane Smith (District 1)
Jacqueline Macias (District 2) – Excused Absence
John Clifford (District 3)
Rebecca Ryan (District 4)
Kendra Buck (District 5)
Elizabeth Gomez (District 6) - Absent

Others Present: Muriel Spill, Library Services Manager
Mark Gluba, Deputy City Manager

200. PUBLIC COMMENT

None

300. BOARD COMMUNICATIONS

Trustee Ryan reported on the Serving with a Purpose workshop she attended. Trustee Smith also reported on their attendance, mentioning that the trustees can be more active in communicating to the City Council. Trustee Smith added that other libraries represented at the event had very different problems from those faced by the Pomona Library. Other communities have larger budgets and focus on broader issues, such as expansion of space, etc. Trustee Smith also reported that the Learning Expo at the Fairplex was a success, and a great opportunity for organizations to communicate with kids. He also thanked Trustee Buck for her participation and complimented her on her

(Board Communications, continued)

interaction with attendees. Trustee Buck has been visiting schools and inviting students to come to the Library. Trustee Clifford would like more Library outreach materials to promote library activities.

600. New Business

Goals and Objectives for Library Board

Discussion began with the Trustees sharing their thoughts about what the goals for the Library might be, mindful of the role of the board as advocates for the Library, advisors to the staff, and community representatives/liaisons.

Deputy City Manager Gluba suggested the trustees use the SWOT method for discussion, establishing library Strengths, Weaknesses, Opportunities, and Threats. Mr. Gluba led the discussion which resulted in the following goals:

1. Update library policy and mission statement
2. Establish a one-year plan
3. Create objectives for the goals
4. Increase library hours, including morning hours and later evening hours
5. Solicit corporate participation and contributions
6. Increase community presence
7. Increase external funding
8. Establish library as a cultural center
9. Make City Council more aware of library needs
10. Increase City funding
11. Articulate citizens' desires at the library
12. Establish a structure for tackling the list of goals
13. Budget preparation and coordination with Board
14. Develop common purpose
15. Review all programming currently offered by Library

The trustees directed Staff to include prioritizing these goals on the next agenda.

700. Communications to the Board (Staff Communication)

Friends of the Pomona Public Library – Nora Garcia

Ms. Garcia announced that the Friends would be returning a donation check that was given to the Friends on behalf of a fundraiser held earlier this year. The Friends are uncomfortable accepting the donation because promotional material for the fundraiser did not specify the Friends as the recipient of monies raised.

Library Foundation

There was no report

(Communications to the Board, continued)

SOPPL (Support Our Pomona Public Library)

There was no report

Library Manager – Muriel Spill

Ms. Spill reminded the Board about the upcoming Trivia Bee in June. The Board formed a team to participate in the Bee, with Trustees Smith, Garcia, and Ryan as the competitors. Trustee Buck will serve as one of the judges.

Deputy City Manager

There was no report

800. Adjournment to Wednesday, June 21, 2017 at 5:00 p.m. in the Library Public Conference Room.

MOTION BY TRUSTEE GARCIA , SECONDED BY TRUSTEE CLIFFORD, CARRIED BY UNANIMOUS VOTE OF THE MEMBERS PRESENT (5-0) TO ADJOURN TO WEDNESDAY, JUNE 21, 2017 AT 5:00 P.M. IN THE LIBRARY PUBLIC CONFERENCE ROOM.

Muriel Spill/ Secretary, Board of Library Trustees

ATTEST:

Duane Smith, Vice President, Library Board of Trustees