

MINUTES

BOARD OF LIBRARY TRUSTEES OF THE POMONA PUBLIC LIBRARY

**POMONA PUBLIC LIBRARY
625 SOUTH GAREY AVENUE**

REGULAR MEETING

**June 20, 2018
5:00 P.M.**

100. OPENING

• 110. Call to Order

Trustee Smith called the meeting to order at 5:00 p.m.

• 120. Pledge of Allegiance

Trustee Duane Smith led the Pledge of Allegiance

• 130. Roll Call

Present Trustees:

Nora Garcia (Mayor's Appointee)
Duane Smith (District 1)
Joseph Mladinov (District 2)
John Clifford (District 3)
Mickey Gallivan (District 4)
Kendra Buck (District 5)
Jaye Steinbrick (District 6)

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

200. PUBLIC COMMENT

There was no Public Comment.

300. BOARD COMMUNICATIONS

Trustee Garcia reported that she spoke on behalf of the Library at the Rotary Club, and her presentation was well-received. Trustee Steinbrick added that he heard feedback about her presentation, and said the club members enjoyed her talk.

Trustee Clifford announced that the Foundation recognized the late Dr. Pumerantz at the Gala, and will install a tile in his honor at the Library. The tile will be affixed to the Frog Baby statue/fountain located on the patio. Trustee Clifford asked if the Board had any objections to this activity. The members were supportive of the tile installation. Trustee Gallivan added that the statue does not fall under the purview of the Historical

(Board Communications, continued)

Society since it is located inside the building, so the Society would not have any objections.

Trustee Steinbrick reported that the First Annual Car Show was a success. He and Trustee Clifford distributed Library information to attendees.

400. CONSENT AGENDA

Note: All matters on the Consent Agenda may be approved by a single motion without separate discussion. If discussion or a separate vote on any item is desired by a Board member, that item may be removed from the Consent Agenda and considered separately.

410. Approval of the Minutes: May 16, 2018

420. Revenue Expenditure Report — *Receive and File*

430. Payments by Fund and Vendor – *Receive and File*

440. Calendars – *Receive and File*

MOTION BY TRUSTEE CLIFFORD, SECONDED BY TRUSTEE GALLIVAN, CARRIED BY VOTE OF THE MEMBERS PRESENT (5-0), TO APPROVE THE MINUTES OF MAY 16, 2018 AND RECEIVE AND FILE THE REVENUE EXPENDITURE REPORT, PAYMENTS BY FUND AND VENDOR, AND CALENDARS.

500. Old Business

510. Update on FY 2018-19 Budget

Deputy City Manager Gluba announced that the Pomona PD will allocate \$20,000 of their budget for Library carpet cleaning. Trustee Smith thanked the Board for “being pushy” about the carpet cleaning. Trustee Clifford asked if a letter of thanks to the Police Department would be appropriate. Trustee Smith and Trustee Garcia will draft a letter.

520. Potential Alternative Services Business Models

Trustee Garcia will complete the letter to the City Council and forward it to Library Manager Spill for printing on letterhead. Trustee Smith will sign the letter on behalf of the Board.

530. Board Outreach

Trustee Smith thanked both Trustee Garcia and Trustee Steinbrick for their outreach endeavors. Trustee Smith also announced another outreach opportunity – The Great Campout – which will take place July 20. Library support agencies will participate, and participants must have background checks. Deputy City Manager suggested that all Board members get live-scanned so they are cleared for participation in other events, as well.

Trustee Garcia announced that books will be collected at Kaboom on July 4 at the Fairplex. Some books may be available to the Friends for book sales.

Trustee Clifford suggested another outreach opportunity might be to speak to Neighborhood Watch groups. Trustee Smith suggested that each Board member take a different district to cover all Watch groups. Trustee Garcia will be speaking to the

(Board Outreach, continued)

Kiwanis Club. Trustee Garcia mentioned that she often meets people in the community who think the Library is closed. It was suggested that new banners be printed to remind the community that the Library is open. Locations for banner display include the underpass streets. A possible banner message: "The Library is Open – Where Are You?". It also was suggested that portions of the video created for the Mayor's Gala be used to promote the Library.

Trustee Mladinov joined the meeting at 5:39 p.m.

600. New Business

610. Southern California Library Consortium Online Access

Trustee Clifford presented information about the free program offered by the Consortium to member libraries. The free package includes a scanner and autographics, however since our Library is no longer a member of the Consortium, we are not eligible for the program. Trustee Clifford will bring back this item to the Board after further research if necessary.

620. Scouts Project for Children's Room

Trustee Mladinov introduced his son, Joe, a scout in Troop 2399, who presented his ideas for the Eagle Scout project. The scouts would make tables for the Children's patio, and would be responsible for all aspects of the project. By consensus, the Board approved the idea and asked that Joe bring to the Board table designs for final approval.

Trustee Buck joined the meeting at 6:00 p.m.

630. Early Closing on New Year's Eve

Library Manager Spill asked the Board to consider approving an early closing time on December 31, 2018, as few patrons use the Library later in the day on New Year's Eve.

MOTION BY TRUSTEE GARCIA, SECONDED BY TRUSTEE CLIFFORD, CARRIED BY UNANIMOUS VOTE OF THE MEMBERS PRESENT (7-0) TO APPROVE THE LIBRARY CLOSING AT 5:00 P.M. ON MONDAY, DECEMBER 31, 2018.

640. Month to Go Dark in Meeting Schedule

The Trustees discussed when to skip a meeting during the summer. It was decided to skip July and meet in August.

MOTION BY TRUSTEE GARCIA, SECONDED BY TRUSTEE MLADINOV, CARRIED BY UNANIMOUS VOTE OF THE MEMBERS PRESENT (7-0) TO GO DARK IN JULY 2018.

700. Communications to the Board (Staff Communication)Friends of the Pomona Public Library

Nora Garcia announced that the Friends have initiated austerity measures for fiscal year 2018/19, and will focus on programming rather than subsidizing the Library book budget. Ms. Garcia reported that the Beatrix Potter Tea was a success and that the Friends will provide funding for the Summer Reading Program entertainment and teen prizes. The Friends Book Sale will take place September 9, 2018.

Pomona Public Library Foundation

John Clifford reported that the Mayor's Gala was very successful. The event raised \$105,000. Trustee Steinbrick expressed kudos to Mr. Clifford and the team for an amazing event. Mr. Clifford also announced that the Homework Club has ended and the Summer Enrichment Excursions begin the last week of June.

SOPPL (Support Our Pomona Public Library)

Marian Higgins announced that SOPPL will hold two fundraisers in the coming year.

Deputy City Manager

Mr. Gluba provided an update on the Library restrooms and added that the City is moving forward with the homeless shelter.

Library Manager

No Report

800. Adjournment to Wednesday, August 15, 2018 at 5:00 p.m. in the Library Public Conference Room.

MOTION BY TRUSTEE MLADINOV, SECONDED BY TRUSTEE GALLIVAN, CARRIED BY UNANIMOUS VOTE OF THE MEMBERS PRESENT (7-0) TO ADJOURN TO WEDNESDAY, AUGUST 15, 2018 AT 5:00 P.M. IN THE LIBRARY PUBLIC CONFERENCE ROOM.
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Muriel Spill/ Secretary, Board of Library Trustees

ATTEST:

Duane Smith, President, Library Board of Trustees