

**MINUTES**

**BOARD OF LIBRARY TRUSTEES OF THE POMONA PUBLIC LIBRARY**

**POMONA PUBLIC LIBRARY  
625 SOUTH GAREY AVENUE**

**REGULAR MEETING  
March 20, 2019  
5:00 P.M.**

**100. OPENING**

• **110. Call to Order**

Trustee Smith called the meeting to order at 5:10 p.m.

• **120. Pledge of Allegiance**

Trustee Clifford led the Pledge of Allegiance

• **130. Roll Call**

Present Trustees:

John Clifford (Mayor's Appointee)  
Duane Smith (District 1)  
Bree Hsieh (District 2)  
Kendra Buck (District 3) - Absent  
Mickey Gallivan (District 4)  
Megan Gearhart (District 5) – Excused Absence  
Jaye Steinbrick (District 6) – Excused Absence

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

**200. PUBLIC COMMENT**

There was no Public Comment

**300. BOARD COMMUNICATIONS**

Trustee Smith reported that he wanted it in the record that he had sent a letter to State Senator Connie Leyva, requesting \$250,000 for Library roof repairs (the request solicited by Senator Leyva's office) and due to time constraints relative to submission deadlines, signed the letter without Board permission. There were three funding submissions and as of yet, no one has heard back from Senator Leyva's office. Trustee Smith also announced that Pomona Beautification Day is April 27, and SOPPL has agreed to do improvements around the Library. The Fiesta del Rancho San Jose will take place March 27. The Library will have a table at the event. Trustee Smith has information about Serving with a Purpose. The Library Foundation will sponsor a staff member to

(Board Communications, continued)

attend. Also, a Pomona Place Maker workshop will take place April 20 at the Civic Center. It was noted that Board Outreach was not on the agenda, so Trustee Smith announced opportunities on March 28 (District 5 town hall) and April 10 (District 4).

Trustee Clifford shared that he had read and highly recommends *The Library Book* by Susan Orlean, and said he learned much about libraries and how they operate. Trustee Clifford gave all Board members and staff in attendance copies of the book and urged all to read it.

Trustee Smith had requested moving Item 7 to this place in the agenda.

#### **500. Old Business**

##### **510. Ad Hoc Committee Library Policy Review Including Cell Phone Charging**

Trustee Smith recapped the issue: Patron Mr. Jim Moran had asked that room be made at the Library for patrons to charge their cell phones, noting that other libraries have charging stations. Trustee Smith reported that he surveyed other libraries and found that all have charging stations of some type, some having furniture with built-in outlets. Trustee Smith also explained the history behind the decision to not allow charging in the Library. Trustee Gallivan noted that the Ontario library has adaptable furniture for charging. Trustee Smith said the ad hoc committee recommended that the current policy be kept in place and revisited in six months. Mr. Moran thanked the Board.

**MOTION BY TRUSTEE SMITH, SECONDED BY TRUSTEE CLIFFORD, CARRIED BY VOTE OF THE MEMBERS PRESENT (4-0), TO MAINTAIN THE CURRENT NO CELL PHONE CHARGING POLICY AND REVISIT IT IN SIX MONTHS.**

#### **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: February 20, 2019**

##### **420. Revenue Expenditure Report — *Receive and File***

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

##### **440. Payments by Vendor – *Receive and File***

##### **450. Calendars – *Receive and File***

##### **460. Library Event Flyers – *Receive and File***

Trustee Clifford requested that Item 540 be corrected to *Pomona Public Library Foundation Donors* and that Item 470 be changed to *Library Event Flyers*.

(Consent Agenda, continued)

**MOTION BY TRUSTEE CLIFFORD, SECONDED BY TRUSTEE HSIEH, CARRIED BY VOTE OF THE MEMBERS PRESENT (4-0), TO APPROVE THE MINUTES OF THE FEBRUARY 20, 2019 MEETING AS CORRECTED AND TO RECEIVE AND FILE THE REVENUE EXPENDITURE REPORT, THE PAYMENTS BY FUND, PAYMENTS BY VENDOR, THE CALENDARS, AND THE LIBRARY EVENT FLYERS.**

**500. Old Business**

**520. Mural Project**

Trustee Clifford reported that the Cultural Arts Commission (CAC) and advisory committee met, and that there is new staff involved. The CAC is sending out a Call for Artists to join an Art in Public Places Pre-Qualified Artist list. It is expected that the CAC will recommend a mural artist from the list, when it is developed.

**530. Library Banner**

Trustee Clifford reported that DPOA's Larry Egan quoted a cost of \$180 to hang the Library banner however the fee may be waived. Mr. Egan suggested vents be added to the banner for reducing effects of wind, and also recommended making the banner two-sided. Deputy City Manager suggested adding the DPOA logo to the banner.

**600. New Business**

**610. Maintenance of Sprinklers and Water Pipes in Basement**

Trustee Smith reported that Trustee Steinbrick had inquired about the sprinkler heads in the Library basement, noting the heads have a shelf-life. An inquiry about sprinkler maintenance has been made to Facilities Maintenance.

**620. Pomona Poet Laureate**

Trustees Hsieh presented a proposal for the selection of a City of Pomona Poet Laureate, to be known as *Pomona Poet Laureate*. The Library Foundation will be asked to fund the project. Three Library Board trustees and three Cultural Arts Commission (CAC) members would form the committee to work on the proposal. The Pomona Poet Laureate will be required to write poetry and recite it at City events and at the Library. Trustee Hsieh is awaiting the CAC's approval. Requests for poets will go out in June. A motion was made to approve going forward with the proposal.

**MOTION BY TRUSTEE HSEIH, SECONDED BY TRUSTEE GALLIVAN, CARRIED BY VOTE OF THE MEMBERS PRESENT (4-0), TO HAVE TRUSTEE HSEIH PROCEED WITH THE POMONA POET LAUREATE PROPOSAL.**

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

Library Manager reported on behalf of the Friends: Friends received \$4000 from the Foundation for the purpose of purchasing library materials; they are co-sponsoring Super Hero Day in the Children's room; they have asked NASA if an astronaut can visit the Library on July 10, to commemorate man's first walk on the Moon.

Pomona Public Library Foundation

John Clifford reported that the Foundation now has an office downstairs in the Library. He also requested that guest lists for the Mayor's Gala be sent to Trustees Clifford or Hsieh. They are working on selecting honorees for the Gala. This year the late Ray Bradbury will be the Foundation Award recipient.

SOPPL (Support Our Pomona Public Library)

No Report

Deputy City Manager

Deputy City Manager Gluba reported that the Cultural Arts Commission has asked for a tour of Special Collections.

Library Manager

There was no report.

**800. Adjournment to Wednesday, April 17, 2019 at 5:00 p.m. in the Library Public Conference Room.**

<b>MOTION BY TRUSTEE CLIFFORD, SECONDED BY TRUSTEE GALLIVAN, CARRIED BY UNANIMOUS VOTE OF THE MEMBERS PRESENT (4-0) TO ADJOURN TO WEDNESDAY, APRIL 17, 2019 AT 5:00 P.M. IN THE LIBRARY PUBLIC CONFERENCE ROOM.</b>
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Muriel Spill, Library Manager

ATTEST:

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Duane Smith, President, Library Board of Trustees