

MINUTES

BOARD OF LIBRARY TRUSTEES OF THE POMONA PUBLIC LIBRARY

**POMONA PUBLIC LIBRARY
625 SOUTH GAREY AVENUE**

REGULAR MEETING

**June 19, 2019
5:00 P.M.**

100. OPENING

• 110. Call to Order

Trustee Smith called the meeting to order at 5:04 p.m.

• 120. Pledge of Allegiance

Trustee Hsieh 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) - Absent
Megan Gearhart (District 5)
Jaye Steinbrick (District 6)

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

Staff Communication, Item 13, Deputy City Manager was moved forward in the Agenda to accommodate City Clerk Rosalia Butler's address to the Board. Ms. Butler reviewed the Brown Act and distributed the City Social Media Policy, and a report from Interim City Attorney Christi Hogin regarding Allegation of Brown Act Violation by Historic Preservation Commission.

Deputy City Manager Gluba distributed a handout from the Cultural Arts Commission regarding the mural project. Requests for proposals will launch June 25, 2019. The final concept is expected to be selected for review on August 19. It was noted that the handout did not include the location or times of the meetings scheduled for proposals. Mr. Gluba said Library Manager Spill will provide the Board with that information by email. Trustee Smith asked that Library staff be involved in the final decision for the mural.

200. PUBLIC COMMENT

There was no Public Comment

Trustee Steinbrick joined the meeting at 5:19 p.m.

300. BOARD COMMUNICATIONS

Trustees Smith and Clifford recapped the PUSD outreach event and the May 25 Children's Festival, including the opening of the 1969 time capsule. Trustee Smith noted that at the Festival, Library table staff provided a place on the lawn for parents and children to read. This activity was well received.

400. LIBRARY BOARD OUTREACH

No further report.

500. 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.

510. Approval of the Minutes: May 15, 2019

520. Revenue Expenditure Report — *Receive and File*

530. Payments by Vendor and Fund— *Receive and File*

540. Calendars – *Receive and File*

MOTION BY TRUSTEE STEINBRICK, SECONDED BY TRUSTEE CLIFFORD, CARRIED BY VOTE OF THE MEMBERS PRESENT (5-0), TO APPROVE THE MINUTES OF THE MAY 15, 2019 MEETING AND TO RECEIVE AND FILE THE REVENUE EXPENDITURE REPORT, THE PAYMENTS BY VENDOR AND FUND, AND THE CALENDARS.

600. Old Business**610. Ad hoc Committee Library Policy Review**

Trustee Steinbrick reported that the ad hoc committee was missing two documents and that they would have a report at the next meeting. It also was noted that Trustee Gallivan, a member of the ad hoc committee, will need to be replaced as she has resigned her position on the Board. Trustee Smith requested that a replacement be selected at the next meeting.

620. Library Banner

Trustee Clifford reported that the banner should be ready by the start of the school year.

630. Poet Laureate

Trustees Smith reported that he will talk to Josh Swodeak and invite the Cultural Arts Commission to provide input regarding the poet laureate at a Library Board meeting.

700. New Business**Adjusting Library Hours for Special Events**

The Friends of the Pomona Public Library requested that the Library coordinate its hours with three community events taking place in July, August and September. Friends members Rosa Samson and Crystal Orosco spoke to the Board about the request. The Library would need to remain open until 6:00 p.m. or 7:00 p.m. on the designated Saturdays. It was suggested that the Library open later than noon, as Staff cannot exceed their scheduled hours. There were concerns about confusing the public with such changes, but acknowledgement that it would be positive outreach for the Library. Following discussion, the Trustees supported the proposed adjustment to hours. Library Staff will adjust staff hours to meet the request.

MOTION BY TRUSTEE SMITH, SECONDED BY TRUSTEE CLIFFORD, CARRIED BY UNANIMOUS VOTE OF THE MEMBERS PRESENT (5-0) TO SUPPORT THE IDEA TO REMAIN OPEN TO AS CLOSE TO THE BEGINNING OF EACH SATURDAY EVENT AS POSSIBLE, WHILE MAINTAINING THE USUAL NOON OPENING OF THE LIBRARY.

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

There was no report.

Pomona Public Library Foundation

John Clifford reported that the Mayor's Gala was a success, raising just shy of \$100,000. Senator Connie Leyva and the late author Ray Bradbury received awards, the latter posthumously. Earlier in the year, Senator Leyva had asked the Library Foundation for funding suggestions. With a surplus in the State Budget, Senator Leyva was able to award the Library/Foundation \$280,000, which she presented at the Gala.

SOPPL (Support Our Pomona Public Library)

Duane Smith pointed out that Senator Leyva would not have given the \$280,000 if SOPPL and other members of the community hadn't vociferously supported the Library.

Deputy City Manager

Deputy City Manager Mark Gluba reported that the IT department notified him that the public access computers are old and need to be replaced.

Library Manager

Library Manager Spill reported that one staff member is resigning as of July 6, and that the position will need to be filled.

900. Adjournment to Wednesday, July 17, 2019 at 5:00 p.m. in the Library Public Conference Room.

MOTION BY TRUSTEE GEARHART, SECONDED BY TRUSTEE STEINBRICK, CARRIED BY UNANIMOUS VOTE OF THE MEMBERS PRESENT (5-0) TO ADJOURN TO WEDNESDAY, JULY 17, 2019 AT 5:00 P.M. IN THE LIBRARY PUBLIC CONFERENCE ROOM.

Muriel Spill, Library Manager

ATTEST:

Duane Smith, President, Library Board of Trustees