

**MINUTES**

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

**POMONA PUBLIC LIBRARY  
625 SOUTH GAREY AVENUE**

**REGULAR MEETING**

**July 17, 2019  
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 Smith led the Pledge of Allegiance

• **130. Roll Call**

Present Trustees:

John Clifford (Mayor's Appointee)  
Duane Smith (District 1)  
Bree Hsieh (District 2)  
Tom O. Rodriguez (District 3)  
Renee Barbee (District 4)  
Megan Gearhart (District 5)  
Jaye Steinbrick (District 6) - Absent

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

**200. PUBLIC COMMENT**

Gloria Almanza shared that she is the author of a Zine about the homeless and announced she would be participating in a Zine festival.

Trustee Smith invited all Board members and staff to introduce themselves for the benefit of the two Board members recently appointed. Trustee Thomas O. Rodriguez represents District 3 and Trustee Renee Barbee represents District 4.

**300. BOARD COMMUNICATIONS**

Trustees Smith thanked all who participated in the Great Camp Out. Trustee Smith reported that after some consideration, it was decided to have the Library close at the normal time on Saturday, July 20 rather than remain open later for the concert-goers.

Trustee Gearhart joined the meeting at 5:09 p.m.

#### **400. LIBRARY BOARD OUTREACH**

Trustee Smith asked for volunteers for the August 9<sup>th</sup> National Night Out. He added that the Board and Foundation will have a table at the July 20 Plaza Concert, and also mentioned the Board would be represented at an outreach at Lincoln Elementary School in August.

#### **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: June 19, 2019**

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

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

**MOTION BY TRUSTEE CLIFFORD, SECONDED BY TRUSTEE GEARHART, CARRIED BY VOTE OF THE MEMBERS PRESENT (6-0), TO RECEIVE AND FILE THE REVENUE EXPENDITURE REPORT, AND THE CALENDARS.**

**MOTION BY TRUSTEE GEARHART, SECONDED BY TRUSTEE CLIFFORD, CARRIED BY VOTE OF THE MEMBERS PRESENT WHO WERE IN ATTENDANCE AT THE JUNE 19 MEETING, (4-0), TO APPROVE THE MINUTES OF THE JUNE 19, 2019 MEETING.**

#### **600. Old Business**

##### **610. Ad hoc Committee Library Policy Review**

This item was moved to the next meeting.

##### **620. Library Banner**

Trustee Clifford explained to the new Board members attendance at the Library had been down with the proliferation of the homeless presence on the Plaza. Now that the negative activity has been cleared, the Board offered to have a banner designed to encourage residents to visit the Library. Trustee Clifford distributed samples of the banner to be printed double-sided and in color. The forty-foot banner should be ready for display in August, before the new school year starts. Suggestions were made to change some of the text. *Pomona Public Library, Come Visit, Check it Out* will be changed to *Pomona Public Library, Come Visit & Check it Out!* The URL will be changed from [http://youseemore.com/pomona\\_to\\_pomonalibrary.org](http://youseemore.com/pomona_to_pomonalibrary.org)

**MOTION BY TRUSTEE HSIEH, SECONDED BY TRUSTEE CLIFFORD, CARRIED BY VOTE OF THE MEMBERS PRESENT (6-0), TO APPROVE THE BANNER DESIGN/TEXT WITH AGREED UPON CHANGES.**

(Old Business, continued)

### **630. Poet Laureate**

Following discussion, Trustee Smith moved to accept plans put forth by the ad hoc committee, direct the committee to begin the selection process, and direct Deputy City Manager Gluba to pursue official City Council Support of the City of Pomona Poet Laureate program, with administrative responsibilities housed under the Library Board of Trustees, with the understanding that the program is closely related to literacy and cultural arts. The Trustees will facilitate collaboration with representatives of the Cultural Arts Commission and allow for input into the process beyond the time afforded for standard public participation in Trustee matters.

**MOTION BY TRUSTEE SMITH, SECONDED BY TRUSTEE GEARHART, CARRIED BY VOTE OF THE MEMBERS PRESENT (6-0), TO ACCEPT PLANS PUT FORTH BY THE AD HOC COMMITTEE, DIRECT THE COMMITTEE TO BEGIN THE SELECTION PROCESS, AND DIRECT DEPUTY CITY MANAGER GLUBA TO PURSUE OFFICAL CITY COUNCIL SUPPORT OF THE CITY OF POMONA POET LAUREATE PROGRAM, WITH ADMINISTRATIVE RESPONSIBILITIES HOUSED UNDER THE LIBRARY BOARD OF TRUSTEES, WITH THE UNDERSTANDING THAT THE PROGRAM IS CLOSELY RELATED TO LITERACY AND CULTURAL ARTS. THE TRUSTEES WILL FACILITATE COLLABORATION WITH REPRESENTATIVES OF THE CULTURAL ARTS COMMISSION AND ALLOW FOR INPUT INTO THE PROCESS BEYOND THE TIME AFFORDED FOR STANDARD PUBLIC PARTICIPATION IN TRUSTEE MATTERS.**

### **700. New Business**

#### **Library Board By-Laws Revision**

This item was tabled.

During this time Josh Swodeak was asked to discuss the mural project for the children's room. Mr. Swodeak reported that fifty applicants submitted their ideas. Two were selected as finalists. Trustee Smith said the two selected works should be sent to Library staff and to Deputy City Manager Gluba for review.

### **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 netted \$70,000 and Senator Connie Leyva's donation of \$280,000 will be used for Library improvements/enhancements. Mr. Clifford also reported that the Foundation funded the Recorded Books, eBooks, eMagazines and

(Communications to the Board – Staff Communications, continued)

the on-line Language program package now available to the public. Mr. Clifford also updated the Trustees about the Summer Enrichment program activities for the summer.

SOPPL (Support Our Pomona Public Library)

There was no report.

Deputy City Manager

Deputy City Manager Mark Gluba reminded the trustees about the Saturday Summer Concert Series and commended the Cultural Arts Commission for taking the lead on the mural project.

Library Manager

Library Manager Spill reported on the success of the Summer Reading Program and urged the Trustees to personally thank Crystal Orosco for her work in developing the program this year.

**900. Adjournment to Wednesday, August 21, 2019 at 5:00 p.m. in the Library Public Conference Room.**

<p><b>MOTION BY TRUSTEE HSIEH, SECONDED BY TRUSTEE STEINBRICK, CARRIED BY UNANIMOUS VOTE OF THE MEMBERS PRESENT (6-0) TO ADJOURN TO WEDNESDAY, AUGUST 21, 2019 AT 5:00 P.M. IN THE LIBRARY PUBLIC CONFERENCE ROOM.</b></p>
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Muriel Spill, Library Manager

ATTEST:

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Duane Smith, President, Library Board of Trustees