

MINUTES

BOARD OF LIBRARY TRUSTEES OF THE POMONA PUBLIC LIBRARY

**POMONA PUBLIC LIBRARY
625 SOUTH GAREY AVENUE**

REGULAR MEETING

May 15, 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) – Excused Absence
Kendra Buck (District 3) - Absent
Mickey Gallivan (District 4)
Megan Gearhart (District 5)
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 thanked Trustees Clifford and Gallivan for their work at Beautification Day, and reminded the Board about upcoming events, including: Serving with a Purpose, May 23; Children's Day, May 25; For Love of Cars, June 8; Mayor's Gala, June 13; Camp Out, June 28.

Trustee Gallivan reported that she attended the Brown Act Training and that it was the best she had ever attended, providing valuable information.

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: April 17, 2019

420. Revenue Expenditure Report — *Receive and File*

430. Payments by Vendor – *Receive and File*

440. Payments by Fund – *Receive and File*

450. Calendars – *Receive and File*

MOTION BY TRUSTEE CLIFFORD, SECONDED BY TRUSTEE GEARHART, CARRIED BY VOTE OF THE MEMBERS PRESENT (4-0), TO APPROVE THE MINUTES OF THE APRIL 17, 2019 MEETING AND TO RECEIVE AND FILE THE REVENUE EXPENDITURE REPORT, THE PAYMENTS BY VENDOR, PAYMENTS BY FUND, AND THE CALENDARS.

500. Old Business

520. Ad hoc Committee Library Policy Review

This item was moved to the next meeting.

530. Library Banner

Trustee Clifford reported that Larry Egan of the DPOA recommended using a two-sided banner with vents. Trustee Clifford is researching and seeking quotes. The target date for displaying the banner is the opening of school in August.

540. Poet Laureate

Trustees Smith reported that he attended the Brown Act training meeting and learned that the Poet Laureate committee structure in place would violate the Brown Act. The Cultural Arts Commission requested the addition of a non-voting fourth person for input purposes regarding the selection of a poet. It was understood that this person participating in the decision-making process would create a “meeting”. The meeting then would need to be noticed and agendaized. Trustee Smith suggested that the Cultural Arts Commission should be informed that the Library Board will take over the program to eliminate Brown Act conflicts. Discussion ensued. It was agreed by consensus that Trustee Smith will tell Cultural Arts Commissioner Joshua Swodeak that the Library Board will take over the Poet Laureate program and that the Cultural Arts Commission can attend Library Board meetings and participate in the process of selecting a Poet Laureate.

600. New Business

610. Classes Offered by Outside Organizations

Following discussion about outside organizations requesting use of the Library for holding classes, it was decided by consensus to continue the informal policy of allowing classes to take place, provided they are free and open to the public.

620. Library Holidays and Closures 2019-20

The trustees voted to approve the proposed holiday closures for 2019-20. (Attachment), and amend to include early closing of the Library for the City Christmas Party.

MOTION BY TRUSTEE GALLIVAN, SECONDED BY TRUSTEE CLIFFORD, CARRIED BY UNANIMOUS VOTE OF THE MEMBERS PRESENT (4-0) TO APPROVE THE LIBRARY HOLIDAYS AND CLOSURES FOR THE 2019-20 YEAR AS AMENDED TO INCLUDE EARLY CLOSING FOR THE CITY CHRISTMAS PARTY.

700. Communications to the Board (Staff Communication)

Friends of the Pomona Public Library

There was no report.

Pomona Public Library Foundation

John Clifford reported on the success of the Pomona Library Foundation Donor Wall unveiling. Twenty to twenty-five people attended, and the event made use of the old Friends' bookstore space for refreshments and socializing. Plans for the Mayor's Gala continue, with sponsorships coming in, and Mr. Clifford added there were a few surprises in store.

SOPPL (Support Our Pomona Public Library)

Duane Smith reported that SOPPL will be involved in all of the events cited under Item 300 – Board Communications, including the Great Camp Out.

Deputy City Manager

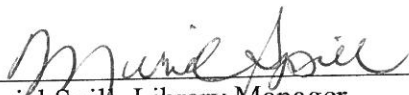
Deputy City Manager Mark Gluba reported on the American Idol event on May 14 in Downtown Pomona. He mentioned that the Library closed at 3 p.m. to allow staff to attend the parade and concert performed by Alejandro Aranda. Iced teas leftover from the event were given to the city's homeless shelter, at the suggestion of Mr. Gluba. The empty containers can be recycled to raise money for the shelter. Mr. Gluba also reported that the Police Department asked for four parking spaces in the Library parking lot, which will be made available to them.

Library Manager

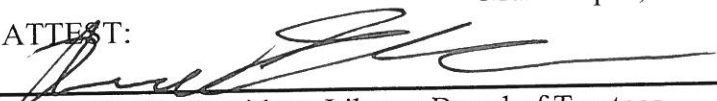
Library Manager Spill had nothing further to report.

800. Adjournment to Wednesday, June 19, 2019 at 5:00 p.m. in the Library Public Conference Room.

MOTION BY TRUSTEE GEARHART, SECONDED BY TRUSTEE CLIFFORD, CARRIED BY UNANIMOUS VOTE OF THE MEMBERS PRESENT (4-0) TO ADJOURN TO WEDNESDAY, JUNE 19, 2019 AT 5:00 P.M. IN THE LIBRARY PUBLIC CONFERENCE ROOM.


Muriel Spill, Library Manager

ATTEST:


Duane Smith, President, Library Board of Trustees