

MINUTES
BOARD OF LIBRARY TRUSTEES OF THE POMONA PUBLIC LIBRARY
Via Zoom Conference Call
REGULAR MEETING
February 17, 2021
5:00 P.M.

100. OPENING

- **110. Call to Order**

Chair Gearhart called the meeting to order at 5:01 pm.

- **120. Pledge of Allegiance**

Trustee Snider led the Pledge of Allegiance.

- **130. Roll Call**

Present Trustees:

Lisa Snider (Mayoral Appointee)
Mario Suarez (District 1) – entered the virtual meeting at 5:26
Meg Johannsen (District 2)
Tom O. Rodriguez (District 3)
Debra Martin (District 4)
Megan Gearhart (District 5)

Others Present:

Mark Gluba, Deputy City Manager
Anita Torres, Library Services Manager / Board Secretary

200. PUBLIC COMMENT

There were no public comments.

300. SPECIAL ITEM

City Clerk Butler informed the Board that multiple attempts to contact the candidate from District 6, via several avenues of communication, have proven unsuccessful. The Councilmember who is appointing for this Trustee position has been notified, and

administration of oath of office is postponed pending an update.

400. BOARD COMMUNICATIONS AND OUTREACH

There were no communications from the Board.

500. CONSENT AGENDA

510. Approval of the Library Board Meeting Minutes: January 20, 2021.

A MOTION WAS MADE BY TRUSTEE MARTIN, SECONDED BY VICE CHAIR RODRIGUEZ, AND CARRIED BY A VOTE OF THE MEMBERS PRESENT (5-0), TO APPROVE CONSENT AGENDA ITEM 510.

600. NEW BUSINESS

610. Discussion of term extension for Poet Laureate.

A MOTION WAS MADE BY TRUSTEE MARTIN, SECONDED BY TRUSTEE SNIDER, AND CARRIED BY A VOTE OF THE MEMBERS PRESENT (5-0), TO EXTEND THE CURRENT POET LAUREATE'S TERM BY ONE YEAR.

620. Designation of a Library Board Trustee to serve as ex officio member on the Pomona Public Library Foundation Board.

Trustee Martin volunteered for the role.

A MOTION WAS MADE BY TRUSTEE SNIDER, SECONDED BY TRUSTEE JOHANNSEN, AND CARRIED BY A VOTE OF THE MEMBERS PRESENT (5-0), TO DESIGNATE TRUSTEE MARTIN AS THE EX OFFICIO MEMBER FOR THE POMONA PUBLIC LIBRARY FOUNDATION BOARD.

Chair Gearhart thanked Trustee Martin for taking on this role.

700. COMMUNICATIONS TO THE BOARD

Friends of the Pomona Public Library

No communications at this time.

Pomona Public Library Foundation

Duane Smith reported the Foundation has agreed to submit payment for the next phase of the Library front desk and lobby area redesign, with this check being specifically for purposes of the front desk millwork vendor.

Mr. Smith reported the Foundation is developing a fundraiser which will serve as a modified replacement for the Annual Mayor's Gala. It will be hosted virtually and plans are for both synchronous and asynchronous components, with more details forthcoming.

Mr. Smith reported that donations are still coming in from the Foundation's end of the year fundraising drive. The goal was \$10,000 and actuals will likely be more than \$7,000.

SOPPL (Support Our Pomona Public Library)

John Clifford reported on plans for potentially replacing the atrium trees with succulents. Mr. Clifford asked Deputy City Manager Gluba if he knew why the fountain was off. Mr. Gluba said it wasn't something that had been looked into recently and that he can ask Public Works. Mr. Clifford said that SOPPL had considered using it as a planter if that's a possibility. Mr. Gluba said that he will ask Facilities if there are any issues with drainage.

Library Services Manager

Ms. Torres reported that a limited number of tax forms are available for patrons to pick up at the Library, and that Volunteer Income Tax Assistance (VITA) through a partnership with Cal Poly Pomona is being offered virtually this year. Ms. Torres encouraged the Board to share this information and said she would email the details. Ms. Torres informed the Board that Library updates were also submitted to the City Manager's Weekly Report and offered instructions for how to sign up for anyone interested who has not done so already.

Ms. Torres reported that a staff member who had been working temporarily in the Water Resources department is now back at the Library, and that a different staff member is now working temporarily in the Housing department. This has been a great opportunity for partially furloughed Library staff to receive extra hours, while also helping with inter-departmental needs.

Ms. Torres reported on a couple of State and local grant opportunities that are in process, the first involving new Chromebooks and the second involving dedicated broadband. More details will be forthcoming.

Ms. Torres reported that several of the Police Department staff have moved back to their building and the Library was able to reclaim many of the previously occupied offices. This has helped with health & safety guidelines in regards to distancing, and staff can be scheduled during similar shifts since there is more space. Some new Police Department staff have moved in, to offices that were already PD occupied, and several are social workers which could be a good match as a potential Library resource especially as we look toward reopening.

Ms. Torres reported that Library staff continue to go above and beyond, working to serve the patrons and complete projects within limited allotted hours. Staff have also been participating in virtual trainings, taking the opportunity for career development and skills building during the temporary building closure.

Ms. Torres reported some usage statistics for January: 386 print items checked out, 429 digital items checked out, 109 pages printed.

Trustee Snider asked if PPL Printing To-Go had limited hours, Ms. Torres said hours were the same as PPL To-Go (Monday and Thursday 12pm-5pm) but staff would be willing to increase that if there was enough patron interest.

Ms. Torres acknowledged Allan Lagumbay for his work helping local reporter David Allen with an article on the anniversary of the death of Ritchie Valens. Mr. Lagumbay found an old news article in Special Collections which referenced a performance in Pomona as one of Mr. Valens's last. Pomona's current Mayor, Tim Sandoval, called Mr. Allen personally to thank him for the article.

Ms. Torres asked the Board if they would be interested in receiving advocacy information to contact Federal and State entities regarding support for libraries.

Deputy City Manager

In response to a question from Trustee Snider regarding potential reopening of the Library building to in-person services, Mr. Gluba said we would look into options, but that may be on hold because the Library lobby and front desk construction will begin soon.

Mr. Gluba acknowledged the significance of the increase in digital materials circulation, stating that during the pandemic Pomona has done a good job in reducing the digital divide.

Mr. Gluba reported that budgets were being adjusted to make the best use of the funds which were allocated to the library for this and the upcoming fiscal year.

800. ADJOURNMENT

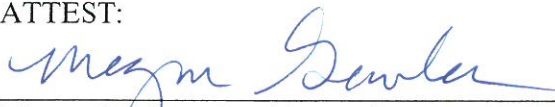
A MOTION WAS MADE BY TRUSTEE SAUREZ, SECONDED BY TRUSTEE MARTIN, AND CARRIED BY A VOTE OF THE MEMBERS PRESENT (6-0), TO APPROVE ADJOURNMENT OF THE MEETING AT 5:53 PM.

810. Adjournment to Wednesday, March 17, 2021 at 5:00 p.m. via Teleconference.



Anita Torres, Library Services Manager/Board Secretary

ATTEST:



Megan Gearhart, President, Library Board of Trustees