

CITY OF CALEXICO
LIBRARY, ARTS, & HISTORICAL BOARD
REGULAR MEETING AGENDA
Fernando "Nene" Torres Council Chambers
608 Heber Avenue
Calexico, CA

MONDAY, January 6, 2020
6:00 P.M.

BOARD MEMBERS

Anna Lisa Pacheco, Chair
Hildy Carrillo, Board Member
Carmen Durazo, Board Member
Carlos M. Alvarado, Board Member
Maria Acevedo, Board Member

Lizeth Legaspi, Acting City Librarian

COUNCIL MEMBERS

Bill Hodge, Mayor/Chairman
David Romero, Mayor Pro Tem/Vice Chairman
Rosie Arreola-Fernandez, Council Member
Morris Reisin, Council Member
Lewis Pacheco, Council Member

David B. Dale, City Manager

****AGENDA****

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

PUBLIC COMMENTS AND PUBLIC APPEARANCES

NOTES: (Not to Exceed 3 Minutes) This is the time for the public to address the Library, Arts, & Historical Board on any item not appearing on the agenda that is within the subject matter jurisdiction of the Board. The Chair will recognize you and when you come to the microphone, please state your name and place of residence for the record. While members of the public are encouraged to participate, it is unlawful to disturb or delay the Board meeting with personal or slanderous remarks. If the item you wish to comment on is a closed session or consent item, please comment now. The Board is prohibited by State law from taking action or discussing items not included on the printed agenda. If the item you wish to comment on is on the public portion of the agenda, we will take your comment when we get to the item on the agenda. Please direct your questions and comments to the Board.

BOARD MEMBER COMMENTS

ACTING CITY LIBRARIAN'S REPORT

CONSENT AGENDA

- A. Approval of Minutes – December 2, 2019
- B. Ratification of Distinguished Artist Application for Elizabeth M. Ibarra and Monica Ketchum

DISCUSSION AND POTENTIAL ACTION ITEMS

- C. Karate class at Carmen Durazo Cultural Arts Center
- D. Revised CDCAC Rental Agreements

INFORMATION

- E. Attendance Report
- F. CML Monthly Report
- G. New Book List
- H. Upcoming Library Events/Programs
 - Storytime
 - January calendar of events
- I. Paint Night flyer

ADJOURNMENT

It is the intention of the City of Calexico to comply with the Americans with Disabilities Act in all respects. If you are a person with a disability who requires a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, please request such modifications or accommodation from the City Clerk at 760-768-2102. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting. Please advise us at the time whether you will require accommodations to participate in meetings on a regular basis. Any person affected by any application on this agenda may submit their concerns in writing prior to the meeting or appear in person and be heard in support or opposition to the proposal at the time the matter is considered on the agenda. The staff reports, applications and environmental documents may be viewed at either the office of the City Clerk, 608 Heber Avenue, from 8:30 a.m. until 5:30 p.m., Monday through Thursday, except legal holidays. Telephone inquiries may be made at 760-768-2102. If you challenge any agenda issue in court, you may be limited to raising only those issues that you or someone else raised at the public meeting described in this notice, or in written correspondence delivered to the City of Calexico at, or prior to, the public meeting.

This notice of the agenda is hereby certified to have been posted on or before 5:30pm on January 2, 2020

Lizeth Legaspi

Lizeth Legaspi, Recording Secretary

5:30pm/ January 2, 2020

Next meeting date: February 3, 2020, 6:00pm

ITEM A

THE LIBRARY, ARTS AND HISTORICAL BOARD MET IN REGULAR SESSION ON THE 2nd DAY OF DECEMBER 2019, AT 6:00 PM, AT THE CITY CLERK'S MEETING ROOM, 608 HEBER AVENUE, CALEXICO, CALIFORNIA. THE DATE, HOUR AND PLACE DULY ESTABLISHED FOR HOLDING SUCH SAID MEETING.

CALL TO ORDER

The meeting was called to order by Board member Carrillo at 6:01 pm.

ROLL CALL

MEMBERS PRESENT:

Hildy Carrillo
Carmen Durazo
Carlos M. Alvarado
Maria Acevedo

MEMBERS ABSENT:

Anna Lisa Pacheco

OTHERS PRESENT

David Dale, City Manager
Norma Gerardo, Assistant to the City Manager

Lizeth Legaspi, Acting City Librarian

PLEDGE OF ALLEGIANCE

There was no flag in the room.

APPROVAL OF AGENDA

Motion was made by Board member Durazo to approve the agenda, seconded by Board member Alvarado and passed unanimously; the agenda was approved as delivered.

PUBLIC COMMENTS AND PUBLIC APPEARANCES

Mr. Ben Horton asked what the criteria for a volunteer was. He also mentioned that he is working on a photography seminar and a photography catalog. He would like to have an art exposition of his photographs on metal. Board member Durazo asked if he wanted to have a solo exhibit or a community exhibit. Mr. Horton would like it be community based so that they can share ideas.

Ms. Gerardo mentioned that the next Paint Night will be on Friday and that Eduardo Quintero is planning a paint night for teenagers.

BOARD MEMBER COMMENTS

Board member Durazo commented that Elizabeth Mehalick Ibarra and Monica Ketchum have been nominated to the Distinguished Wall of Artists at the Carmen Durazo Cultural Arts Center. The Calexico Arts Council will be bringing this nomination to the Library, Arts & Historical Board for ratification. Norma Sierra Galindo is sponsoring the \$300 fee for each artist. The sponsor can decide to have a reception for the artist or not. Members of both boards (LAH & Calexico Arts Council) usually attend. Board member Durazo recommended adding a note to the Carmen Durazo Cultural Arts Center user agreement that the piano and the walls are not to be used for decoration when renting the center.

Board member Carrillo attended a wonderful show at the Stepling Gallery at San Diego State University-Imperial Valley Campus put together by Joe Gaxiola. He was one of the original members of the Arts Commission. He showed large abstract pieces. She met many other artists there as well.

Ms. Gerardo was contacted by Alejandra Vargas, a Recreation Department Instructor. She requested the use of the Carmen Durazo Cultural Arts Center for the end of the year recital on Wednesday, December 29th from 3-9 pm. Ms. Vargas teaches ballet and Polynesian dance at the Community Center.

Board member Carrillo mentioned that the Calexico High School will have a renovation ceremony for the "No Name Field" the following day at 9 am.

ACTING CITY LIBRARIAN'S REPORT

Mrs. Legaspi reported that 18 classes from Dool Elementary School visited the library during November and December. Lower grades enjoyed a storytime session and a craft activity while upper grades received an orientation regarding library programs and services including accelerated reader availability and they did a scavenger hunt to put into practice the skills taught during the orientation. Each lower grade class received a copy of the award-winning title "Dreamers" by Yuyi Morales and for upper grades "The crossover". Those titles were to be kept in the classroom for student and teacher use.

Mrs. Legaspi also reported that she applied for a Mental Health Initiative grant which will provide training on mental health issues to 5 staff members for 4 months. The theme of the grant is "Compassion in Action" and the target audience will be teenagers. The Library will receive \$1,000 worth of books related to mental health issues to add to the collection. She hopes that after this training, staff is better prepared to provide the service they can to those battling a mental disorder. She is planning on partnering with Behavioral Health and the Calexico Unified School District for a program that will be offered to the community in May of next year.

Starting next year, the Libraries on the Spectrum programming will be offered valley wide. Camarena Library is planning on offering a monthly program for families with children on the autism spectrum the last Friday of the month at 6:00 pm. This will usually be a Friday where the library is closed, therefore there will be no disruption of regular library services. The Libraries on the Spectrum grant will provide materials to add to the collection including books and other materials for parents to check out.

Lastly, the Library will be participating in the Annual Kids N' Badges organized by the Calexico Police Department. A tote bags with books and school supplies will be given to children served by this program. We want them to get acquainted with the services their public library has to offer.

CONSENT AGENDA

- A. **APPROVAL OF MINUTES FOR MEETING ON OCTOBER 7, 2019 AND NOVEMBER 4, 2019** – Board member Durazo requested an amendment to the minutes on November 4, 2019 under Board Member comments, so that it specified that the donor's wall funding goes to the Calexico Arts Council. Corrected minutes were approved with that change.
- B. **ANNUAL PUBLIC LIBRARY SURVEY FY 2018-19** – On motion by Board member Durazo and seconded by Board member Acevedo, Consent Agenda items were approved.

DISCUSSION AND POTENTIAL ACTION ITEMS

- C. **BLACK & WHITE PROGRAM IN MEMORY OF SERGIO GAYTAN** –. Board member Carrillo mentioned that Sergio Gaytan was the founder of the Annual Black & White Art Exhibit. She had suggested having the exhibit on his name, but she found out that many of his art colleagues were not aware of his passing. Board member Durazo is trying to get a hold of Mayor Hodge since he wanted to have some sort of program on his behalf. She asked Ms. Gerardo to arrange a meeting with Mayor Hodge. This item was tabled until they have had an opportunity to discuss it with Mayor Hodge.
- D. **REQUEST USE OF THE CD-CAC BY THE CHS THEATER COMPANY ON DECEMBER 21, 2019** – Board member Alvarado mentioned that during the last couple of years, Sandra Tauler had allowed him to use the Carmen Durazo Cultural Arts Center for their end of the year celebration which usually takes place after the year's production. This year's production was postponed due to issues with the San Diego State University's theater, but he would not want to postpone the end of the year celebration with the students. Board member Durazo asked if there was an agreement in place. Mr. Dale mentioned that a formal policy needs to be drafted. Mr. Alvarado assured that there will be no beverages during this get together.

INFORMATION

- E. **ATTENDANCE REPORT** – a copy of the attendance report was provided.
- F. **CML MONTHLY REPORT** – The new book list was provided as information item.
- G. **NEW BOOKLIST** – a copy of the October new book list was provided.
- H. **UPCOMING EVENTS/PROGRAMS** - Flyer included the December Library calendar of activities

- I. CITY OF CALEXICO VOLUNTEER APPLICATION – a copy of the City’s volunteer application was provided as requested by Board member Durazo.

ADJOURNMENT

The meeting was adjourned at 6:52 pm

Anna Lisa Pacheco, Chair

ATTEST:

Lizeth Legaspi, Acting City Librarian

ITEM B

Calexico Arts Council

1140 Rancho Elegante Dr. • Calexico, CA 92231 • (760)357-3322

Distinguished Artists Application Form

Information about you, the sponsor:

Name: Norma Lucia Galindo

Address: 1457 East Alamo Road
Street or P. O. Box

Holtville, California 92250
City State Zip Code

Phone #: 760.554.1886 e-Mail: norma@nsgtranslatuis.com

Information about the artist you are sponsoring (if not you):

Name: Ms. Elizabeth Mehlakib Ibarra

Address: 1541 Vine St
Street or P. O. Box

El Centro CA 92243
City State Zip Code

Phone #: 760.679.6646 e-Mail: artisteibarra@gmail.com

Check area(s) of artist's work: Visual Arts, Performing Arts, Literature

Provide a description of artist's work (add pages if needed):

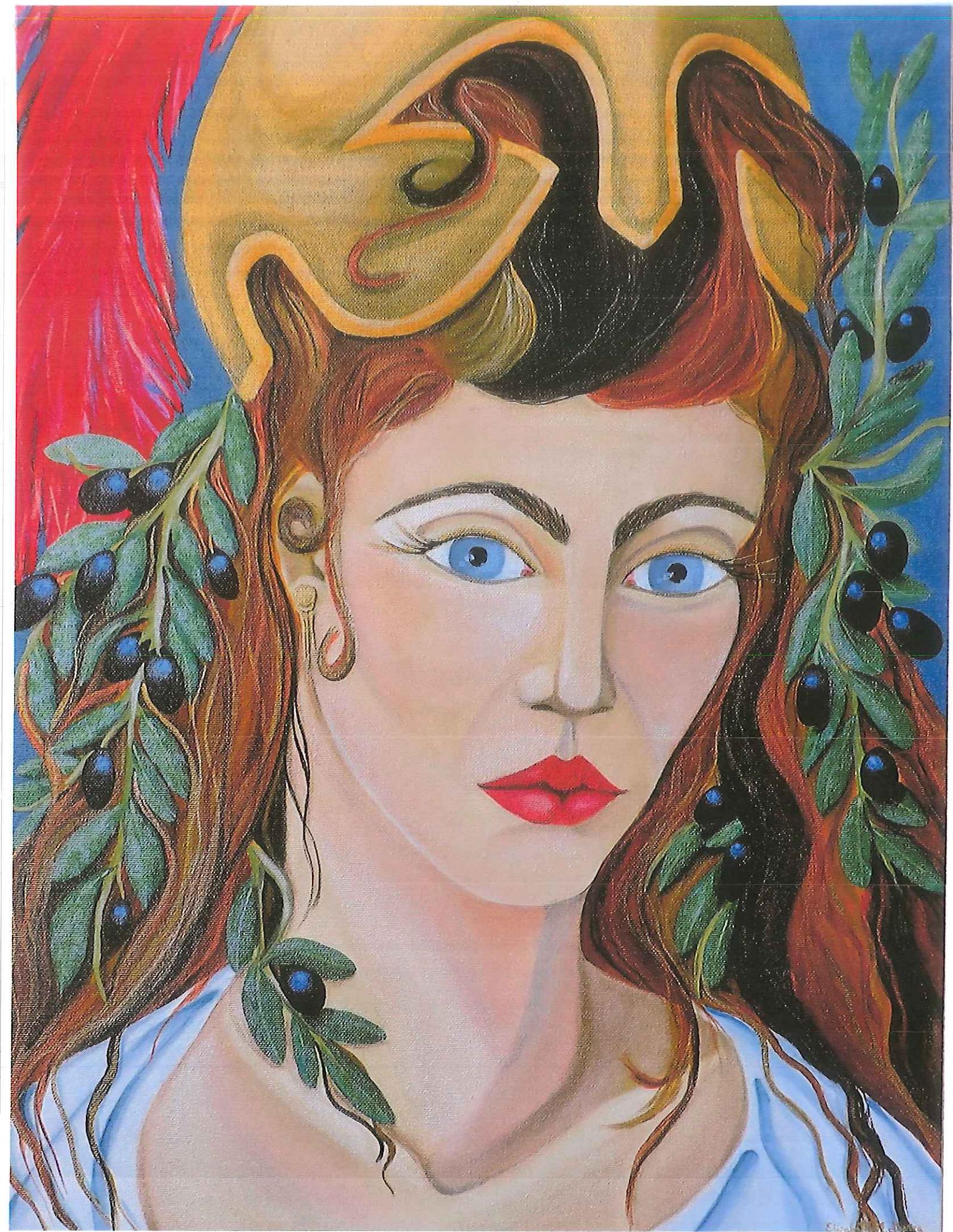
Ms. Ibarra's work is eclectic, ranging from Mexican folk art to quiet, Bostonian-type seascapes. Her forte is oil on canvas and I even commissioned Mr. Segal just she produced for me several years ago. This is a treasure.

Mail to the Calexico Arts Council, 1140 Rancho Elegante Dr., Calexico, CA 92231:
This form, a one-page biography, an 8" x 10" photo of the artist, up to four photographs of the artist's work, and a sponsorship check for \$300 made out to the Calexico Arts Council.

Calexico Arts Council Notes

| | |
|--------------------------------|----------------------|
| Date Received: <u>12-11-19</u> | Check #: _____ |
| Date Selected: <u>12-11-19</u> | Date Ratified: _____ |
| Date Notified: <u>12-11-19</u> | Date Honored: _____ |









Calexico Arts Council

1140 Rancho Elegante Dr. • Calexico, CA 92231 • (760)357-3322

Distinguished Artists Application Form

Information about you, the sponsor:

Name: Norma Sierra Galindo

Address: 1457 East Alamo Road
Street or P. O. Box

Heckville, California 92250
City State Zip Code

Phone #: 760-554-1886 e-Mail: norma@msgtranslatiois.com

Information about the artist you are sponsoring (if not you):

Name: Ms. Monica Ketcher

Address: 1543 W Holt Ave
Street or P. O. Box

El Centro CA 92243
City State Zip Code

Phone #: 760-791-7171 e-Mail: monicartist@live.com

Check area(s) of artist's work: Visual Arts, Performing Arts, Literature

Provide a description of artist's work (add pages if needed):

Ms. Ketcher produces contemporary art designs which she uses to decorate stationary. Her drawings are of particular interest to followers of innovative art techniques

Mail to the Calexico Arts Council, 1140 Rancho Elegante Dr., Calexico, CA 92231:

This form, a one-page biography, an 8" x 10" photo of the artist, up to four photographs of the artist's work, and a sponsorship check for \$300 made out to the Calexico Arts Council.

Calexico Arts Council Notes

Date Received: 12-11-19

Check #: _____

Date Selected: 12-11-19

Date Ratified: _____

Date Notified: 12-11-19

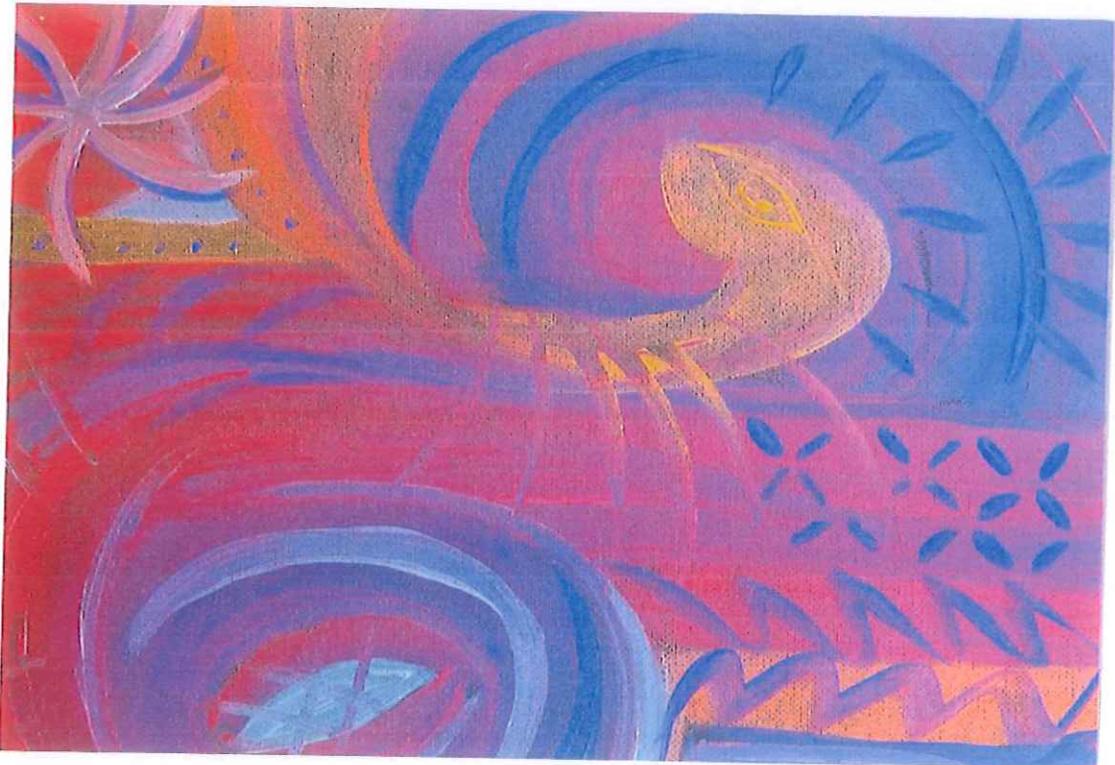
Date Honored: _____

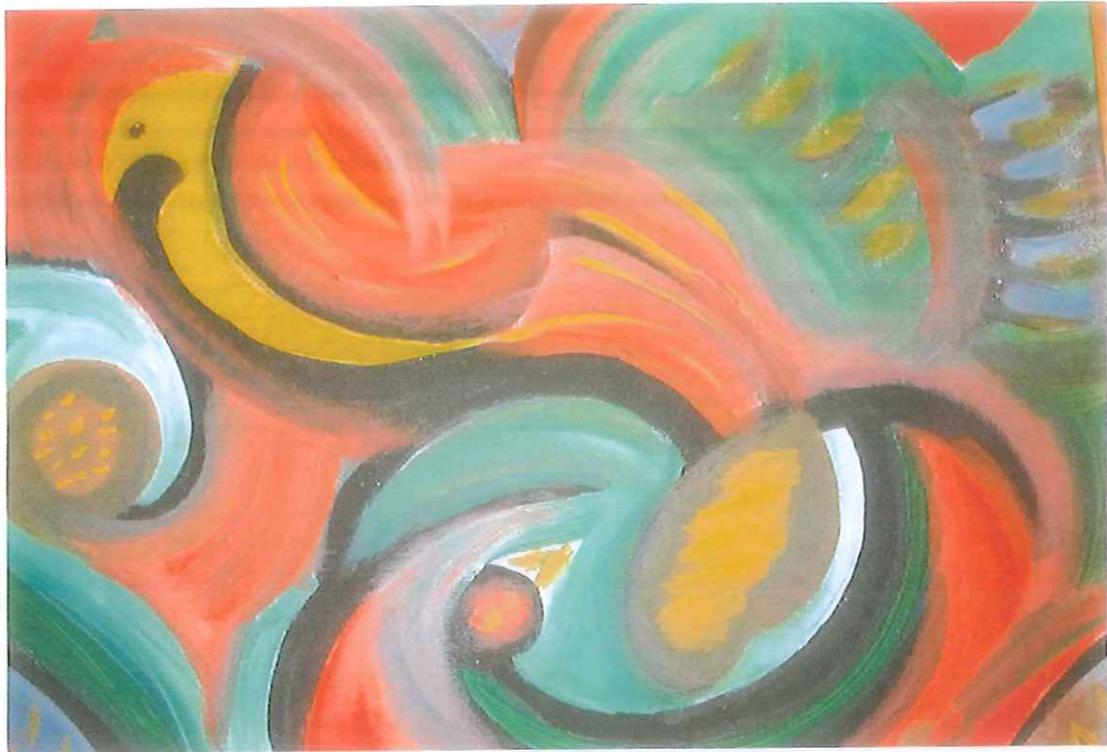
Monica Ketchum grew up in Jacumba and the Salinas Valley. She earned an AS in Interior Design at San Diego Mesa College and worked in the design field while pursuing a BA and MA in Latin American History from Long Beach State University. Moving to Calexico in 2004 to start a business, Monica immediately became active in the community, serving as a board member on the Calexico Chamber of Commerce for ten years and Soroptimist International of Calexico for seven. Although she currently resides in El Centro, Monica's heart is in Calexico, where she is a lecturer at San Diego State University-Imperial Valley; works with girls at William Moreno Jr. High through Athenas, an afterschool club she co-founded; volunteers each summer for the Camarena Memorial Library's "Artist at the Library" program; and supports Calexico Chamber of Commerce functions. She regularly exhibits her artwork and supports cultural events at the Carmen Durazo Cultural Arts Center.

Monica's love of the arts was fostered at an early age. She played flute, saxophone, and autoharp, and was an accomplished vocal performer in elementary and high school. A self-taught painter, most of Monica's work is acrylic on canvas, although she enjoys experimenting with different mediums and techniques, including watercolors, pen and ink, photography, and collage. She appreciates all artistic genres, but her fascination with color and flow is evident in her own abstract pieces. Among her greatest influences are Henri Matisse and Rufino Tamayo, for their color sensibilities, and Reina Cottier and Rangi Kipa for their design styles. Her travels throughout the South Pacific, Latin America, and Central Asia have been significant influences in the designs and color palettes she incorporates into her own work.

A Professor of History at Arizona Western College, Monica splits her time between El Centro and Yuma with her partner, Joe Cárdenas, and her cat, Elle.













Elizabeth Ibarra

Distinguished Artists Leaf Unveiling Program



Monica Ketchum



Date: Saturday, January 18, 2019
6:00 p.m. – 9:00 p.m.

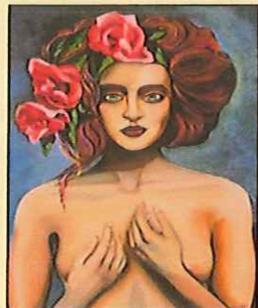
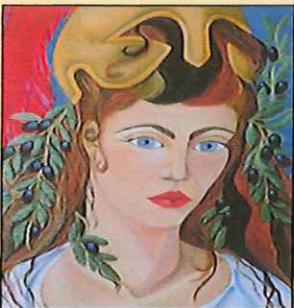
Location: Carmen Durazo Cultural Arts Center
421 Heffernan Avenue, Calexico
CA, 92231



6:00 p.m. - Exhibit Gallery Doors Open

6:20 p.m. - Leaf Unveiling Program
Presentation Begins

Exhibit will run from January 20th – 23rd from 4 p.m. – 7 p.m.



For more information, please call the City Manager's Office at (760)768-2110

ITEM C

ITEM D

CITY OF CALEXICO FACILITY RENTAL PAYMENT AGREEMENT CARMEN DURAZO CULTURAL ARTS CENTER

Name of person/organization _____

Address _____ City _____

Phone No. _____ Rental Date _____

Purpose of Rental _____

| DATE | PAYMENT / RECEIPT # | BALANCE \$ |
|------|---------------------|------------|
| | | |
| | | |
| | | |
| | | |

Please initial the following:

I understand the city is not responsible for items left or missing after event.

I understand I am not to enter hall until actual rental date.

I HAVE READ THE RULES STATED AND I AM FULLY AWARE OF THE POLICY BY THE CITY OF CALEXICO. I HAVE RECEIVED A COPY OF RULES AND I AM IN AGREEMENT WITH THEM.

RENTEE'S SIGNATURE

DATE

CITY REPRESENTATIVE SIGNATURE

DATE

**City of Calexico
City Manager's Office**

Carmen Durazo Cultural Arts Center
421 Heffernan Ave.
Calexico, CA 92231
Tel: (760)768-2110, Fax: (760)357-3831

\$500.00 Rental Fee
Payable to: City of Calexico
Maximum Capacity 306 persons
Please turn in rental agreement to the City Manager's Office

RULES AND REGULATIONS FOR USE

1. **HOURS OF OPERATIONS:** Rental time of the Calexico Cultural Arts Center ends at 10:00 p.m. Groups serving alcoholic beverages must stop serving alcohol 30 minutes prior to end of event.
2. **RESERVATION FEE:** Renter must pay a \$100.00 non-refundable reservation fee, which will be applied to the rental cost of \$500.00, in order to secure the rental date. Rental date may be postponed no less than 90 days prior to rental date. **In case of cancellation this money is not refundable. Balance of rental fee must be liquidated two weeks prior to rental date.**
3. **TABLES AND CHAIRS:** The facility counts with tables and chairs for about 100 people. Renter must provide tables and chairs at renter's own expense if additional seating is required. If renter chooses to rent tables and/or chairs, renter must make special arrangements for them to be picked up immediately after the function (in no case later than 10:00p.m.). The City of Calexico staff and its cleaning crew are not responsible for rental chairs and tables left behind or lost. There will be a \$50.00 fee if equipment, supplies or any other items are left behind. These items interfere with other events the following day. Written approval must be acquired if special arrangements for tables/chairs to be picked up the following morning must be made.
4. **RENTEE'S FULL RESPONSIBILITY:** Renter assumes full responsibility for the character, acts, and conduct of all persons admitted to the premises or to any portion of the facility. Some events and activities may require liability insurance and/or special permission by the City. The following items are not permitted inside the facility or on the grounds: rice, birdseed, glitter, silly string, fireworks, sparklers, live candles or other similar items. Renter may not move or remove any exiting item without prior written approval. The use or moving of the piano is prohibited; written approval is necessary to use the piano. Please read the Rental Guidelines to help ensure that you understand and can comply with the rules and procedures applicable to the rental of our facility. A penalization fee may be applied to your deposit if the rules and procedures are not followed.
 - A. **DAMAGES:** Renter assumes full responsibility of any damages done to equipment and building due to misuse and negligence. If damages occur, you will be billed for repairs and/or replacement of any equipment, and/or a fee will be deducted from renter's deposit. Only freestanding decorations are permitted. Do not affix anything to the ceiling, walls, windows, or floor. Tracks, nails, staples, putty and tape are prohibited. Use of such items will be considered damage to the building and may affect the return of your security deposit.

- B. **DEPOSITS:** Renter is required to place a refundable deposit of \$200.00 (check or money order only) to be used towards covering any damages to the facility during rental. Weekend rentals must submit deposit and pick up key on Friday, before 4:00p.m. Renters shall not enter the facility before the actual rental date or a full rental fee may be implemented. Renters may enter the facility as early as 8:00a.m. on the actual rental date to start decorating. Deposit will be refunded if the facility is left in order, there is no damage to the property and all City rules and regulations are adhered to. Unless other arrangements have been made in writing, all keys must be returned to the City Manager's Office the next working day after renter's function. A \$25.00 fee will be charged for keys not returned on time.
- C. **KITCHEN:** Kitchen facilities are not available at this location. It is the responsibility of the renter to pick up all trash and deposit it into the trash containers.
- D. **DECORATIONS: Do not use staples or nails to put up your decorations. Scotch tape, masking tape or duct tape is allowed.** Absolutely no candles, confetti or glitter is allowed. Please take valued decorations after your event. The City of Calexico staff and the cleaning crew will not be responsible for any materials or personal belongings left on the premises. If any items are left behind a \$50.00 fee will apply.
- E. **AIR-CONDITIONER:** Tampering with the air-conditioner panels will result in renters being charged for any damage.
- F. **CULTURAL ARTS CENTER SUPPLIES:** Equipment and supplies are not for renters' use. Renters will be charged for any missing items. **Do not use the facility's trash cans as keg coolers. Doing so will result in a \$50 fine.**
5. **CLEANING:** The facility will be submitted to renter in a clean condition. Any additional cleaning throughout the day will be renter's responsibility. **Renter is advised to bring their own cleaning materials for unexpected occurrences.**
6. **CAPACITY:** The capacity of the Cultural Arts Center is 306 persons. Exceeding the capacity is grounds for cancellation of a renter's reservation.
7. NOISE REDUCTION & CURFEW TO MINORS GO INTO EFFECT AT 10:00P.M. DAILY.
8. GAMBLING IS NOT PERMITTED ON ANY CITY GROUNDS AT ANY TIME.
9. RESERVATION OF THE CULTURAL ARTS CENTER DOES NOT INCLUDE USE OF DE ANZA HOTEL PATIO OR LOBBY.
10. **FIRE EXTINGUISHERS:** The facility is equipped with the necessary fire extinguisher equipment. Cultural Arts Center staff is available for the detailed information on fire equipment operations. **In case of a false fire alarm, renter will be billed for the fire department emergency response service along with any other cost. In case of non-life threatening situations please call the Calexico Police Department at (760) 768-2140 or the Calexico Fire Department at (760) 768-2150. In case of fire or medical emergency, call the Calexico Fire Department at 911.**
11. **SMOKING:** There is no smoking inside the facility. Smoke detectors will be triggered. It is your responsibility to inform your guests to smoke outside the building. Please inform guests not smoke at the entrance to the hall.

12. **ALCOHOL:** Alcoholic beverages must be supervised and served by an adult. No alcoholic beverages allowed outside building including at the entrances to the facility.
13. **INSPECTION:** City Staff may conduct spot-checks at any time. City staff may intercede in events if it is perceived that renters are violating any part of these rules.
14. **RESTRICTIONS:** Any violation of these rules shall be cause for refusal of any further use of City facilities and may result in a reduction in or denial of the refund of the security deposit.
15. **ALL EVENTS MUST END BY 10:00P.M. NO EXCEPTIONS.**
16. If you need emergency assistance with the building during regular working hours, call (760) 768-2110. After working hours call (760) 457-6771. Non-emergency calls will result in a \$50.00 fee per call.

RIGHT TO CHANGE RULES

THE CITY OF CALEXICO RESERVES THE RIGHT AT ANY TIME TO MAKE REASONABLE CHANGES IN OR RESCIND ANYONE OR MORE OF THESE RULES AND REGULATIONS OR MAKE SUCH OTHER AND FURTHER RULES AND REGULATIONS AS IN THE CITY'S DISCRETION MAY FROM TIME TO TIME, BE NECESSARY FOR THE SAFETY, CARE AND CLEANLINESS OF THE PREMISES.

AGREEMENT

I hereby certify that I _____ will be responsible for any damage or unnecessary abuse of building or equipment on rental site premises. I agree to hold the City of Calexico harmless and free from liability of any nature arising from the use of City rental facilities including reimbursement of any legal fees incurred in the defense of such claims. I certify that I have read the Rules and Regulations on this form, and hereby agree to abide by all rules and enforce the same.

Signature

Date

CITY OF CALEXICO

FACILITY RENTAL PAYMENT AGREEMENT

CARMEN DURAZO CULTURAL ARTS CENTER

Name of person/organization _____

Address _____ City _____

Phone No. _____ Rental Date _____

Purpose of Rental _____

| DATE | PAYMENT / RECEIPT # | BALANCE \$ |
|------|---------------------|------------|
| | | |
| | | |
| | | |
| | | |

Please initial the following:

I understand the city is not responsible for items left or missing after event.

I understand I am not to enter hall until actual rental date.

I HAVE READ THE RULES STATED AND I AM FULLY AWARE OF THE POLICY BY THE CITY OF CALEXICO. I HAVE RECEIVED A COPY OF RULES AND I AM IN AGREEMENT WITH THEM.

RENTEE'S SIGNATURE

DATE

CITY REPRESENTATIVE SIGNATURE

DATE

**City of Calexico
City Manager's Office**

Carmen Durazo Cultural Arts Center
421 Heffernan Ave.
Calexico, CA 92231
Tel: (760)768-2110, Fax: (760)357-3831

\$200.00 Rental Fee
Payable to: City of Calexico
Maximum Capacity 306 persons
Please turn in rental agreement to the City Manager's Office

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4. **RENTEE'S FULL RESPONSIBILITY:** Renter assumes full responsibility for the character, acts, and conduct of all persons admitted to the premises or to any portion of the facility. Some events and activities may require liability insurance and/or special permission by the City. The following items are not permitted inside the facility or on the grounds: rice, birdseed, glitter, silly string, fireworks, sparklers, live candles or other similar items. Renter may not move or remove any exiting item without prior written approval. The use or moving of the piano is prohibited; written approval is necessary to use the piano. Please read the Rental Guidelines to help ensure that you understand and can comply with the rules and procedures applicable to the rental of our facility. A penalization fee may be applied to your deposit if the rules and procedures are not followed.
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- B. **DEPOSITS:** Renter is required to place a refundable deposit of \$200.00 (check or money order only) to be used towards covering any damages to the facility during rental. Weekend rentals must submit deposit and pick up key on Friday, before 4:00p.m. Renters shall not enter the facility before the actual rental date, or a full rental fee may be implemented. Renters may enter the facility as early as 8:00a.m. on the actual rental date to start decorating. Deposit will be refunded if the facility is left in order, there is no damage to the property and all City rules and regulations are adhered to. All keys must be returned to the City Manager's Office the next working day after renter's function. A \$25.00 fee will be charged for keys not returned on time.
- C. **KITCHEN:** Kitchen facilities are not available at this location. It is the responsibility of the renter to pick up all trash and deposit it into the trash containers.
- D. **DECORATIONS:** **Do not use staples or nails to put up your decorations. Scotch tape, masking tape or duct tape is allowed.** Absolutely no candles, confetti or glitter is allowed. Please take valued decorations after your event. The City of Calexico staff and the cleaning crew will not be responsible for any materials or personal belongings left on the premises. If any items are left behind a \$50.00 fee will apply.
- E. **AIR-CONDITIONER:** Tampering with the air-conditioner panels will result in renters being charged for any damage.
- F. **CULTURAL ARTS CENTER SUPPLIES:** Equipment and supplies are not for renters' use. Renters will be charged for any missing items. **Do not use the facility's trash cans as keg coolers. Doing so will result in a \$50 fine.**
5. **CLEANING:** The facility will be submitted to renter in a clean condition. Any additional cleaning throughout the day will be renter's responsibility. **Renter is advised to bring their own cleaning materials for unexpected occurrences.**
6. **CAPACITY:** The capacity of the Cultural Arts Center is 306 persons. Exceeding the capacity is grounds for cancellation of a renter's reservation.
7. NOISE REDUCTION & CURFEW TO MINORS GO INTO EFFECT AT 10:00P.M. DAILY.
8. GAMBLING IS NOT PERMITTED ON ANY CITY GROUNDS AT ANY TIME.
9. RESERVATION OF THE CULTURAL ARTS CENTER DOES NOT INCLUDE USE OF DE ANZA HOTEL PATIO OR LOBBY.
10. **FIRE EXTINGUISHERS:** The facility is equipped with the necessary fire extinguisher equipment. Cultural Arts Center staff is available for the detailed information on fire equipment operations. **In case of a false fire alarm, renter will be billed for the fire department emergency response service along with any other cost. In case of non-life-threatening situations please call the Calexico Police Department at (760) 768-2140 or the Calexico Fire Department at (760) 768-2150. In case of fire or medical emergency, call the Calexico Fire Department at 911.**
11. **SMOKING:** There is no smoking inside the facility. Smoke detectors will be triggered. It is your responsibility to inform your guests to smoke outside the building. Please inform guests not smoke at the entrance to the hall.
12. **ALCOHOL:** Alcoholic beverages must be supervised and served by an adult. No alcoholic beverages allowed outside building including at the entrances to the facility.

13. **INSPECTION:** City Staff may conduct spot-checks at any time. City staff may intercede in events if it is perceived that renters are violating any part of these rules.
14. **RESTRICTIONS:** Any violation of these rules shall be cause for refusal of any further use of City facilities and may result in a reduction in or denial of the refund of the security deposit.
15. **ALL EVENTS MUST END BY 10:00P.M. NO EXCEPTIONS.**
16. If you need emergency assistance with the building during regular working hours, call (760) 768-2110. After working hours call (760) 457-6771. Non emergency calls will result in a \$50.00 fee per call.

RIGHT TO CHANGE RULES

THE CITY OF CALEXICO RESERVES THE RIGHT AT ANY TIME TO MAKE REASONABLE CHANGES IN OR RESCIND ANYONE OR MORE OF THESE RULES AND REGULATIONS OR MAKE SUCH OTHER AND FURTHER RULES AND REGULATIONS AS IN THE CITY'S DISCRETION MAY FROM TIME TO TIME, BE NECESSARY FOR THE SAFETY, CARE AND CLEANLINESS OF THE PREMISES.

AGREEMENT

I hereby certify that I _____ will be responsible for any damage or unnecessary abuse of building or equipment on rental site premises. I agree to hold the City of Calexico harmless and free from liability of any nature arising from the use of City rental facilities including reimbursement of any legal fees incurred in the defense of such claims. I certify that I have read the Rules and Regulations on this form, and hereby agree to abide by all rules and enforce the same.

Signature

Date

ITEM E

**LIBRARY, ARTS & HISTORICAL BOARD COMMISSION
ATTENDANCE ROSTER
2019-2020**

| Commission Members | 09/16/19 | 10/07/19 | 11/04/19 | 12/02/19 | 01/02/20 | 01/02/00 | 02/03/20 | 03/02/20 | 04/06/20 | 05/04/20 | 06/01/20 | | |
|--------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--|--|
| Anna Lisa Pacheco | X | X | X | Absent | | | | | | | | | |
| Hildy Carrillo | X | X | X | X | | | | | | | | | |
| Carmen Durazo | X | X | X | X | | | | | | | | | |
| Carlos M. Alvarado | Absent | Absent | X | X | | | | | | | | | |
| Maria Acevedo | Absent | Absent | X | X | | | | | | | | | |

N.Q. = No Quorum

M.C. = Meeting Cancelled

N.M. = No Meeting Scheduled

ITEM F

CAMARENA MEMORIAL LIBRARY
MONTHLY REPORT

| | | | | | **This Yr Dec-19 | Last Yr | YTD | Carnegie | YTD |
|--|---|--|--|--|---------------------|-------------|--------------|------------|-------------|
| CIRCULATION | | | | | | | | | |
| ADULT | | | | | | | | | |
| | Books | | | | 219 | 302 | 1824 | | |
| | Videos, DVDs & CD | | | | 0 | 0 | 3 | | |
| | Non-book materials (printed matters) | | | | 24 | 22 | 147 | | |
| | AV (audiobooks & language tapes w/book) | | | | 5 | 10 | 47 | | |
| | Total Adult Circulation | | | | 248 | 334 | 2021 | | |
| JUVENILE | | | | | | | | | |
| | Books | | | | 383 | 607 | 5252 | | |
| | Non-book materials (printed matters) | | | | 117 | 172 | 1248 | | |
| | AV (books w/cassette) | | | | 0 | 2 | 8 | | |
| | Total Juvenile Circulation | | | | 500 | 781 | 6508 | | |
| ADULT | | | | | | | | | |
| | Non-English materials | | | | 104 | 141 | 887 | | |
| JUVENILE | | | | | | | | | |
| | Non-English materials | | | | 166 | 160 | 1557 | | |
| | Total Non-English Materials | | | | 270 | 301 | 2444 | | |
| | TOTAL CIRCULATION | | | | 1018 | 1416 | 10973 | | |
| SERRA-ILL | | | | | | | | | |
| | Materials received | | | | 1 | | 0 | | |
| | ILL & material sent | | | | 0 | | 0 | | |
| QUESTIONS | | | | | | | | | |
| | Reference | | | | 97 | 245 | 1206 | 30 | 309 |
| | Information | | | | 1006 | 3009 | 12498 | 118 | 1253 |
| | Technology | | | | 128 | 281 | 1929 | 135 | 1056 |
| | TOTAL QUESTIONS | | | | 1231 | 3535 | 15633 | 283 | 2618 |
| | In-house use of materials | | | | 1647 | 1334 | 12196 | | |
| | In-house use of equipment | | | | 47 | 120 | 804 | 43 | 410 |
| | Internet access | | | | 220 | 378 | 2262 | 92 | 745 |
| COLLECTION | | | | | | | | | |
| ADULT | | | | | | | | | |
| | New books | | | | 44 | | 181 | | |
| | Non-cataloged materials added | | | | 20 | | 90 | | |
| | Withdrawals | | | | 0 | 3 | 2012 | | |
| | Non-cataloged materials withdrawn | | | | 0 | | 2 | | |
| | Videos, Audiobooks & DVD's | | | | 0 | | 9 | | |
| | Videos, Audiobooks & DVD's withdrawn | | | | 0 | | 0 | | |
| JUVENILE | | | | | | | | | |
| | New books | | | | 32 | | 146 | | |
| | Non-cataloged materials added | | | | 21 | | 150 | | |
| | Withdrawals | | | | 0 | | 573 | | |
| | Non-cataloged materials withdrawn | | | | 0 | | 24 | | |
| | Videos, Audiobooks & DVD's | | | | 0 | | 0 | | |
| | Videos, Audiobooks & DVD's withdrawn | | | | 0 | | 0 | | |
| REGISTERED INTERNET USERS | | | | | 34 | 42 | 274 | 92 | 118 |
| LIBRARY CARDS ISSUED | | | | | | | | | |
| | Adult | | | | 23 | 61 | 255 | 0 | 9 |
| | Juvenile | | | | 15 | 47 | 310 | 0 | 10 |
| | Total hours library open to the public per month | | | | 166 | 156 | 824 | 48 | 444 |
| | Entry count | | | | 4752 | 5307 | 37432 | 399 | 2548 |
| ** Includes "Carnegie Technology Center" Internet access | | | | | | | | | |

ITEM G

CAMARENA MEMORIAL LIBRARY

New Book List

November 2019

CALL #

AUTHOR

TITLE

ADULT NON-FICTION

| | | |
|---------------|----------------------|--|
| 070.92 WEL | Welteroth, Elaine | More than enough : claiming space for who you are (no matter what they say). |
| 232 ROH | Rohr, Richard | The universal Christ : how a forgotten reality can change everything we see, hope for, and believe. |
| 305.8 MACA | McAuliffe, Terry | Beyond Charlottesville : taking a stand against white nationalism. |
| 324.2734 ALB | Alberta, Tim | American carnage : on the front lines of the Republican civil war and the rise of President Trump. |
| 345.7305 BAZ | Bazelon, Emily | Charged : the new movement to transform American prosecution and end mass incarceration. |
| 345.771 ABB | Abbott, Karen | The ghosts of Eden Park : the bootleg king, the women who pursued him, and the murder that shocked jazz-age America. |
| 346.7302 ABR | Abrams, Dan | Theodore Roosevelt for the defense : the courtroom battle to save his legacy. |
| 359.0092 MACR | McRaven, William H. | Sea stories : my life in special operations. |
| 362.60973 ARO | Aronson, Louise | Elderhood : redefining aging, transforming medicine, reimagining life. |
| 595.77 WIN | Winegard, Timothy C. | The mosquito : a human history of our deadliest predator. |
| 599.885 WAA | Waal, F. B. M. de | Mama's last hug : animal emotions and what they tell us about ourselves. |

| | | |
|------------------|-------------------------|---|
| 629.454 FIS | Fishman, Charles | One giant leap : the impossible mission that flew us to the moon. |
| 782.420973 MEA | Meacham, Jon | Songs of America : patriotism, protest, and the music that made a nation. |
| 782.42166092 FOL | Folds, Ben | A dream about lightning bugs : a life of music and cheap lessons. |
| 791.4502 DEA | Dean, Janice | Mostly sunny : how I learned to keep smiling through the rainiest days. |
| 796.323 IGU | Iguodala, Andre | The Sixth Man : a memoir. |
| 818.5409 CAR | Caro, Robert A. | Working : researching, interviewing, writing. |
| 917.504 HOR | Horwitz, Tony | Spying on the South : an odyssey across the American divide. |
| 973.0496 GAT | Gates, Henry Louis, Jr. | Stony the road : Reconstruction, white supremacy, and the rise of Jim Crow. |
| 973.09 COH | Cohen, Jared | Accidental presidents : eight men who changed America. |
| 973.93 TOL | Tolentino, Jia | Trick mirror : reflections on self-delusion. |
| 973.933 PIR | Pirro, Jeanine | Radicals, resistance, and revenge : the left's plot to remake America. |
| 973.933 REI | Reid, Joy-Ann Lomena | The man who sold America : Trump and the unraveling of the American story. |

ADULT FICTION

| | | |
|---------|---------------------|---|
| FIC CAH | Cahn, Jonathan | The oracle. |
| FIC COU | Coulter, Catherine | Labyrinth. |
| FIC CRO | Crouch, Blake | Recursion : a novel. |
| FIC FEE | Feehan, Christine | Toxic game. |
| FIC FLU | Fluke, Joanne | Chocolate cream pie murder : a Hannah Swensen mystery with recipes. |
| FIC FRE | Freudenberger, Nell | Lost and wanted. |
| FIC KER | Kerr, Philip | Metropolis : a Bernie Gunther novel. |
| FIC KIN | Kingsbury, Karen | Two weeks : a novel. |

| | | |
|---------|-----------------------|--|
| FIC KRU | Krueger, William Kent | This tender land : a novel. |
| FIC LAG | Lagercrantz, David | The girl who lived twice. |
| FIC LEO | Leon, Donna | Unto us a son is given. |
| FIC MAC | Macomber, Debbie | A girl's guide to moving on : a novel. |
| FIC MAD | Maden, Mike | Tom Clancy enemy contact. |
| FIC MEJ | Mejia, Mindy | Leave no trace : a novel. |
| FIC MIR | Miranda, Megan | The last house guest. |
| FIC MON | Monroe, Mary Alice | The summer guests. |
| FIC PAT | Patterson, James | Miracle at St. Andrews : a novel. |
| FIC PEN | Penny, Louise | A better man. |
| FIC REI | Reid, Taylor Jenkins | Daisy Jones & the Six : a novel. |
| FIC ROB | Robb, J. D. | Vendetta in death. |
| FIC RUS | Russo, Richard | Chances are... : a novel. |
| FIC WAR | Ware, Ruth | The turn of the key. |
| FIC WEI | Weiner, Jennifer | Mrs. Everything : a novel. |
| FIC WHI | Whitehead, Colson | The nickel boys : a novel. |
| FIC WIN | Winslow, Don | The border. |

JUVENILE NON-FICTION

| | | |
|----------------|-------------------|---|
| J 629.4097 BRI | Brinkley, Douglas | American moonshot : John F. Kennedy and the great space race. |
| J 629.45 BRO | Brown, Don | Rocket to the moon! |

JUVENILE FICTION

| | | |
|-----------|---------------------------|----------------------------|
| J FIC ABB | Abbott, Tony | The great Jeff. |
| J FIC ALL | Allen, Kate | The line tender. |
| J FIC AVI | Avi, | The player king. |
| J FIC ELL | Ellis, Deborah | Short stories. Selections. |
| J FIC HAD | Haddix, Margaret Peterson | The strangers. |

| | | |
|-----------|--------------------|---|
| J FIC MES | Messenger, Shannon | Keeper of the lost cities : Flashback. |
| J FIC PAT | Patterson, James | Middle school : ultimate showdown. |
| J FIC PIL | Pilkey, Dav | Captain Underpants and the big, bad battle of the Bionic Booger Boy, part 1 : the night of the nasty nostril nuggets : the sixth epic novel. |
| J FIC PIL | Pilkey, Dav | Captain Underpants and the invasion of the incredibly naughty cafeteria ladies from outer space (and the subsequent assault of the equally evil lunchroom zombie nerds. : the third epic novel. |
| J FIC STR | Strong, Karen | Just south of home. |
| J FIC SUT | Sutherland, Tui | Wings of Fire: The hidden kingdom. |
| J FIC VLO | Vlock, Rob | Sven Carter & the trashmouth effect. |

YOUNG ADULT NON-FICTION

| | | |
|---------------|-----------------------|--|
| YA 158.1 BAR | Baruch-Feldman, Caren | The grit guide for teens : a workbook to help you build perseverance, self-control & a growth mindset. |
| YA 629.45 MAU | Maurer, Richard | Destination Moon : The remarkable and improbable voyage of Apollo 11. |
| YA 808.02 CAR | Carter, Ally | Dear Ally, how do you write a book? |

YOUNG ADULT FICTION

| | | |
|------------|---------------------|--|
| YA FIC GER | Gerber, Alyson | Focused. |
| YA FIC LEE | Lee, Victoria | The fever king. |
| YA FIC LIB | Libenson, Terri | Just Jaime. |
| YA FIC MEN | Menon, Sandhya | There's something about Sweetie. |
| YA FIC RIV | Rivera, Lilliam | Dealing in dreams. |
| YA FIC THO | Thomas, Kara | The cheerleaders. |
| YA FIC TOR | Toro, Guillermo del | Pan's labyrinth : the labyrinth of the faun. |

ITEM H

CAMARENA MEMORIAL LIBRARY
OFFERS



for kids ages 3-5

STORY TIME

THURSDAYS @ 10:30 AM

BENEFITS INCLUDE:

Kindergarten readiness, social
& pre-literacy skills



850 ENCINAS AVE. CALEXICO, CA (760) 768-2170 | [HTTPS://CALEXICOLIBRARY.ORG](https://calexicolibrary.org)

CAMARENA MEMORIAL LIBRARY MONTHLY EVENTS



JANUARY 2020



<https://calexicolibrary.org>

| Monday | Tuesday | Wednesday | Thursday | Friday | |
|--|---|--|---|---|-----------------------|
| | <p>Daily Snack FREE</p> <p>For those 1-18 years old, Monday-Friday from 3:00-4:00 pm in the Robert F. Morales Multipurpose Room</p> <p>SPONSORED BY:</p> <p>NEIGHBORHOOD HOUSE OF CALEXICO ... To serve and advocate ...</p> | <p>1</p> <p>LIBRARY & CTC CLOSED</p> <p>Happy New Year! 2020</p> | 2 | 3 | LIBRARY CLOSED |
| 6 | 7 | 8 | 9 | 10 | |
| <p>HOMEWORK HELP (C) 3:00 PM, CML</p> <p>LIBRARY, ARTS & HISTORICAL BOARD MEETING 6:00 PM (City Hall—608 Heber Ave.)</p> | <p>CRAFTY TUESDAYS (C) 1:00 PM, AGES 5-12, CML</p> <p>HOMEWORK HELP (C) 3:00 PM, CML</p> | <p>HOMEWORK HELP (C) 3:00 PM, CML</p> <p>TEEN TIME 4:00 PM, AGES 12-17, CML</p> | <p>HOMEWORK HELP (C) 3:00 PM, CML</p> <p>LET'S TALK (A) 6:00-7:30 PM, CML</p> | <p>MOVIES (C) 3:00 PM, CML</p> | |
| 13 | 14 | 15 | 16 | 17 | |
| <p>HOMEWORK HELP (C) 3:00 PM, CML</p> <p>ALS TUTOR MEETING 6:00 PM, CTC</p> | <p>CRAFTY TUESDAYS (C) 1:00 PM, AGES 5-12, CML</p> <p>HOMEWORK HELP (C) 3:00 PM, CML</p> <p>BABY TIME (B) 6:00 PM, AGE 0-2, CML</p> | <p>HOMEWORK HELP (C) 3:00 PM, CML</p> | <p>Storytime 10:30 AM, AGES 3-5, CML</p> <p>HOMEWORK HELP (C) 3:00 PM, CML</p> <p>LET'S TALK (A) 6:00-7:30 PM, CML</p> | <p>LIBRARY CLOSED</p> | |
| 20 | 21 | 22 | 23 | 24 | |
| <p>LIBRARY & CTC CLOSED</p> <p>Martin Luther King Jr. Day</p> | <p>CRAFTY TUESDAYS (C) 1:00 PM, AGES 5-12, CML</p> <p>HOMEWORK HELP (C) 3:00 PM, CML</p> | <p>HOMEWORK HELP (C) 3:00 PM, CML</p> | <p>Storytime 10:30 AM, AGES 3-5, CML</p> <p>HOMEWORK HELP (C) 3:00 PM, CML</p> | <p>MOVIES (C) 3:00 PM, CML</p> | |
| 27 | 28 | 29 | 30 | 31 | |
| <p>HOMEWORK HELP (C) 3:00 PM, CML</p> <p>LET'S R.E.A.D. ADULT BOOK CLUB (A) 6:00 PM, 18+, CML</p> | <p>CRAFTY TUESDAYS (C) 1:00 PM, AGES 5-12, CML</p> <p>HOMEWORK HELP (C) 3:00 PM, CML</p> <p>BABY TIME (B) 6:00 PM, AGE 0-2, CML</p> | <p>HOMEWORK HELP (C) 3:00 PM, CML</p> <p>LIBRARY CLOSING AT 5:00 PM</p> <p>PAJAMA PARTY 6:00 PM, AGES 0-12, CML</p> | <p>Storytime 10:30 AM, AGES 3-5, CML</p> <p>HOMEWORK HELP (C) 3:00 PM, CML</p> | <p>LIBRARY CLOSED</p> | |

LOCATION KEY

CML is Camarena Memorial Library
CTC is Carnegie Technology Center

LOCATIONS & HOURS

One-on-One Computer Help



@ Carnegie Technology Center
Call to make an appointment!
760-357-5525

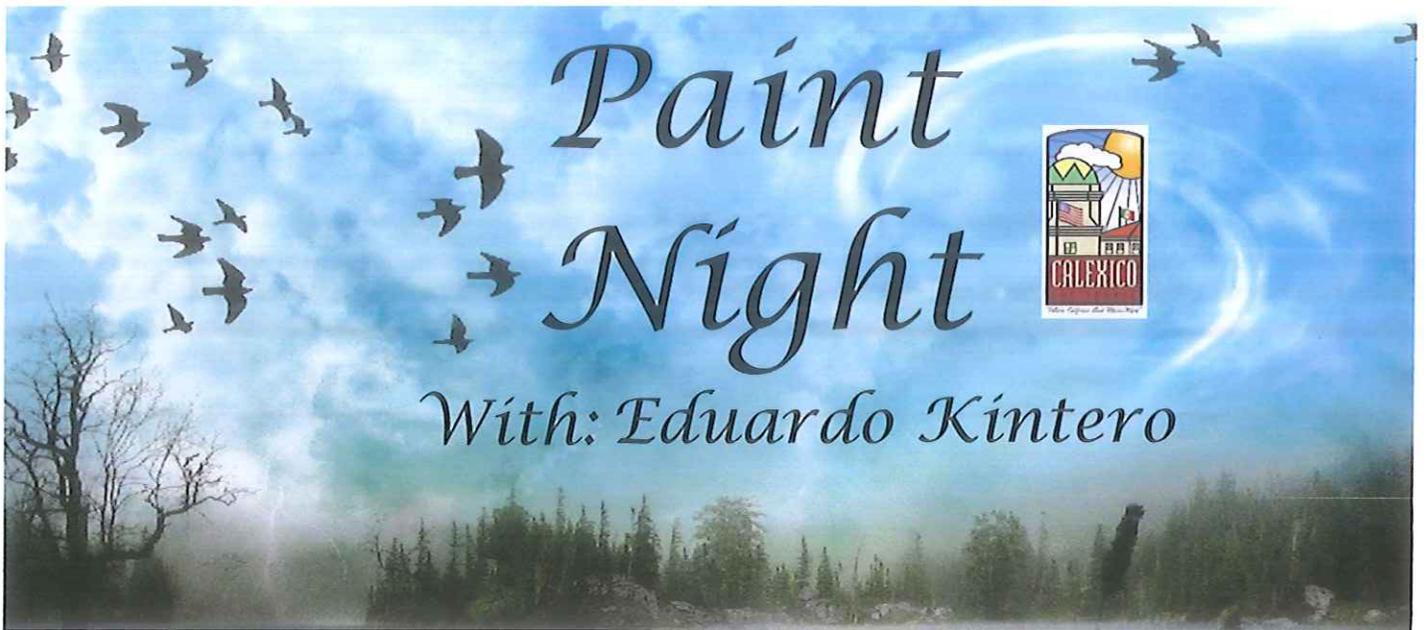
CAMARENA MEMORIAL LIBRARY
850 Encinas Ave. | Calexico, CA | (760) 768-2170
library@calexico.ca.gov | <https://calexicolibrary.org>

Library Hours:
Monday-Thursday 10:00-8:00 pm
Friday 10:00-6:00 pm
(closed every other week)
Saturday-Sunday CLOSED
<https://calexicolibrary.org>

CARNEGIE TECHNOLOGY CENTER
420 Heber Ave. | Calexico, CA | (760) 357-5525
carnegielibrary@calexico.ca.gov

Center Hours:
Monday - Thursday 4:00-8:00 pm
Friday - Sunday CLOSED
<https://calexicolibrary.org/ca/carnegie>

ITEM I



Date: Friday, January 10, 2020

Time: 6:00 p.m.—9:00 p.m.

Place: Carmen Durazo Cultural Arts Center
421 Heffernan Avenue, Calexico

Cost: \$25 p/person (materials are included),
payable at the Finance window in City Hall or by
calling (760) 768-2120 / (760) 768-2122 to pay over
the phone.



Pre-registration is required!

Phone: (760) 768-2110

Email: ngerardo@calexico.ca.gov

Online Registration: <https://forms.gle/CnLDMRkEd2bQrLPh6>

Stop by: City Manager's Office (City Hall)
608 Heber Avenue, Calexico

**The class will consist in creating a piece
of art following step-by-step instructions.**

**We will provide acrylic paint, brushes
and canvas. It is potluck.**

**You are welcome to bring your favorite
dish to share.**

