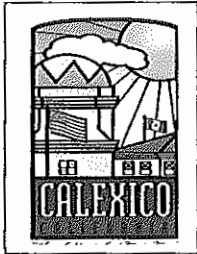


AGENDA
ITEM

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AGENDA STAFF REPORT

DATE: April 21, 2021

TO: Mayor and City Council

APPROVED BY: Miguel Figueroa, City Manager *MK*

PREPARED BY: Lizeth Legaspi, Library Manager *L*

SUBJECT: Ratification of Library Board of Trustees Minutes for Meeting on March 1, 2021

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Recommendation:

Ratification of minutes for Library Board of Trustees meeting held on March 1, 2021.

Background:

In accordance to the Bylaws of the Library Board of Trustees, the Library Manager or a library clerk will act as a secretary to keep a proper record of the proceedings.

Discussion & Analysis:

Minutes for Library Board of Trustees for Regular Meeting of March 1, 2021 have been approved by the Board and prepared for City Council ratification.

Fiscal Impact:

None.

Coordinated With:

None.

Attachment:

Library Board of Trustees Minutes for Meeting held on March 1, 2021.

AGENDA
ITEM
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LIBRARY BOARD OF TRUSTEES

Minutes

MEETING OF: LIBRARY BOARD OF TRUSTEES MEETING
DATE OF MEETING: Monday, March 1, 2021
PLACE OF MEETING: Videoconference (Zoom)

CALL TO ORDER: The meeting was called to order at 6:03 PM.

ROLL CALL:

Trustees	Attendance
Rosario Duron	Present
Guadalupe Espino	Present
C. Megan Moreno	Present
Kimberly Maya	Present
Maria Alarcon	Present

STAFF PRESENT: Lizeth Legaspi, Library Manager
Elsa Pliego, Literacy Assistant

PLEDGE OF ALLEGIANCE: The pledge of allegiance was led by Mrs. Legaspi.

APPROVAL OF THE AGENDA: On motion by Trustee Rosario Duron, seconded by Trustee Maria Alarcon. The agenda was approved as delivered.

PUBLIC COMMENTS: No public comments.

LIBRARY MANAGER'S REPORT:

The Camarena's Memorial Library's mission statement was read.

Before proceeding with the library's programs and services presentation, Ms. Legaspi informed the Board that even though the library's doors are closed, services remain open.



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Baby Time:

A program held weekly with an average of 5-10 babies attending this program. It includes babies ages 0-2 years old. Sometimes older children attend baby time and younger children attend story time. This program does not include a craft.

Mindful story time:

Every other Friday the library is opened, mindful story time is held. Before it was called "online story time" to advertise BookFLIX and Hoopla so parents could become familiar with e-book online resources. Now, we are partnered with the recreation department and include a movement activity for children.

The background of this program embraces the mental health grant awarded to our library in January 2020. This grant contains wonderful stories and activities that help children cope with mental health issues (anxiety, emotions, etc). It includes a movement activity led by Jamie Chew (Recreational Department staff).

Crafty Tuesdays:

A program also held weekly with an average of 15-25 children present. This activity is designed for school-aged children (K - 6th) and includes a craft for the first 25 children to pick up a packet. It is led by Yvette via Zoom.

STEAM Lab:

Starting March 2021, the library will offer STEAM lab once a month. The age target for this program is children between the ages 5-12 years old. We try to incorporate materials they have at home to complete the activity. Parents are also more than welcome to join their kids and help them with any trouble they encounter when completing the activity. Parents and children have so much fun and enjoy STEAM labs.

Family nights @ home:

Before COVID-19, hundreds of people attended this event in person. This year, we took it to ZOOM level. People interested in attending register online and pick up a craft packet, a book, and a complementary snack sponsored by the Calexico Neighborhood House. Once children participate in story time, a craft, and a game, a raffle is held.

Even though we are dealing with difficult times and we cannot have this event physically held, we are delighted to have people from our community and even from out of the city attend this event via Zoom.

Teen Programs:



Minutes

The teen age group is a difficult audience to grab their attention, but we continue to try. This past year, we were able to start an Anime/manga club via our library's Instagram page where teens watch and discuss anime. It also consists of completing an anime related activity. We also partnered with the Imperial County Behavioral Health department and their staff conducted presentations/workshops live via our library's Facebook page.

Before COVID-19, Friends of the Library provided funds to supply pizza and sodas for our teenagers' program. We had also just started a partnership with an Enrique Camarena Junior High teacher that consisted of 80 teenagers. We provided pizza, soda, a free book, and teens got to share real life experiences and impacts on a specific book they had read. Covid-19 stopped this program but is planned to be resumed later.

Summer Reading Program:

Summer is our busiest season of the year. This past year was our first ever Summer Family Reading Program Online. It was an 8-week program with 256 registered participants. The program included craft packets to go (Preschoolers, School-aged kids, and Teens), Videos via Facebook/Instagram, and prizes for readers (thanks to a private fundraiser). Online book reporting was required for our summer program participants to receive a prize for their dedication and completion.

Adult programming:

Adult literacy services is a very useful and beneficial program for the adult community since it promotes lifelong learning and assistance to build and strengthen their English skills. The Library Learner's Book Club is a new addition to adult literacy services where learners have an opportunity to expand their English skills with a book discussion.

Other services include:

- Let's Talk Conversation group
- Virtual book club
- ESL classes

Vintage club:

A monthly curbside pick-up service for adults 55+. It includes a bag with a free book, mandala sheets, crossword puzzles, colored pencils, and a tea bag. We voluntarily ask our Vintage Club members to send a picture of themselves enjoying their bundle.

Other wonderful events held throughout this pandemic:

Some wonderful events for our community held this past year were the following:



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- Teens workshop for reducing anxiety during the pandemic: hosted back on May 15, 2020 via Facebook live.
- I love my library: library supporters take a picture, send it to us, and we post it on our Facebook page.
- Coffee with a cop: last event was before the pandemic hit on February 2020. People who attend this program could ask questions to a Calexico Police Department office and enjoyed a cup of coffee sponsored by Starbucks. Walmart sponsored the pastries.
- Mother's Day craft pick up: held on May 4-7th 2020, posted pictures on our Facebook page.
- Valentines' Day picture: We requested the community to send a picture wearing Valentine's colors and they could include a message to a loved one. Posted pictures on our Facebook page.
- Veteran's day: honoring a veteran photo and converted all the photos into a slideshow. Posted on our Facebook page.
- Father's Day: craft activity pick-ups, posted pictures on our Facebook page.
- Ugly sweater contest: held during Christmas season and whoever had the most likes on our Facebook page, won a prize. Pictures were posted on our Facebook page as we received them.

New Services:

The California State Library awarded the Camarena Library two grants to augment its electronic offerings. Hoopla and TumbleMATH are two of our newest online resources added to our collection. Hoopla offers our library users access to audio, e-books, music, TV shows and more. TumbleMATH consists of math picture books, quizzes and lesson plans generated by math teachers. Also, JobNow & VetNow is a new addition to our online resources section and offers resume building, veteran benefits information, job interviewing and coaching services.

Future program:

An additional program to our library services, hopefully by the end of March 2021, is 500 books before Junior High. This program encourages children K-6th grade to keep on reading. It is similar to our 1000 books before Kindergarten program, but the age group differs. Prizes are given at every 50 books and we continue to pursue donations for this program. Potential prizes include books, compositions books, and markers.

ADOPTION OF BYLAWS:

On motion by Trustee Duron, and seconded by Trustee Espino, the Library Board of Trustees Bylaws were approved as delivered.

APPOINTMENT OF CHAIR & VICE-CHAIR:



Minutes

Trustee Duron expressed interest in becoming the Chair of the Board. On motion by Trustee Alarcon and seconded by Trustee Moreno, Ms. Duron was appointed as Chairperson of the Board. Motion passed unanimously.

Trustee Espino suggested appointing Trustee Alarcon as the Vice-chair of the Board. On motion by Chair Duron and seconded by Trustee Moreno, Mrs. Alarcon was appointed as Vice-Chairperson of the Board.

PROPOSED 2021 LIBRARY BOARD OF TRUSTEES MEETING SCHEDULE:

Mrs. Legaspi presented to the Board, a meeting schedule for the rest of the year. Meetings are set on the first Monday of the month at 6:00 pm. The first Monday in July & September fall in a holiday, so the meetings were set to the second Monday of the month during those two months.

On motion by Chair Duron and seconded by Trustee Maya the meeting schedule was approved as delivered. Motion passed unanimously.

FRIENDS OF THE LIBRARY REPORT:

Ms. Jeanette Chew is a member of the Friends of the Library. Ms. Chew commended Mrs. Legaspi for everything the library is doing, and all the services being offered. As of now, there is no active fundraising but hopefully in the future the Friends of the Library continues to support many of the library's services. The Friends of the Library are in the process of establishing themselves as a 501 (c)(3) entity.

LIBRARY BOARD OF TRUSTEES COMMENTS:

Chair Duron expressed her gratitude do Ms. Legaspi for the amazing job she continues to accomplish at the library and how she is on board with everything the library offers.

Vice-Chair Alarcon did not know the library offered so many wonderful services and is happy of how active the library continues to be regardless of the pandemic we continue to face. Great job.

Trustee Moreno wanted to congratulate the whole library staff and how they are doing a great job. She hopes the library can continue to use more funding. Trustee Moreno is excited to work with the Library Board team.

INFORMATION:

Attendance report- This is a report that will be included every month.

CML monthly report- statistics of material checked out, usage of databases, the number of children/adults attending our programs and snacks provided to students.



LIBRARY BOARD OF TRUSTEES

Minutes

Calendar of activities – the library’s monthly calendar and our main source to share our programs to the community. It includes everything we have going on monthly basis. The calendar is also located in our main library website and whoever is subscribed to our email system, obtains a copy via email.

Upcoming events/programs- our upcoming event is this Tuesday, March 2nd at 4:00pm via Zoom. The theme of the family night is Read Across America where Dr. Seuss’ birthday is celebrated. The Association of Calexico Teachers (ACT) donated 300 dollars to support this event.

ADJOURNMENT: Chair Duron adjourned the meeting at 6:43 PM.

Minutes typed by Elsa Pliego

Next Meeting:

Monday, April 5, 2021 via Zoom

Rosario Duron, Chair

ATTEST:

Lizeth Legaspi, Library Manager