

**AGENDA
ITEM**

14



CITY COUNCIL

AGENDA STAFF REPORT

DATE: November 20, 2024

TO: Mayor and City Council

APPROVED BY: Juan A. Contreras, Acting City Manager *JAC*

PREPARED BY: Lizeth Legaspi, Library Manager *LLegaspi*

SUBJECT: Receive and File Library Board of Trustees Minutes for Meeting on July 29, 2024

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Recommendation:

Accept minutes for Library Board of Trustees meeting held on July 29, 2024

Background:

Library Manager shall prepare minutes of the Library Board of Trustees meetings and present to the board for approval. Once approved, a copy of the signed minutes is submitted for Council ratification.

Discussion & Analysis:

The attached minutes of the Library Board of Trustees for meeting of July 29, 2024, have been approved by the Library Board and signed by Chair Espino for ratification by Council.

Fiscal Impact:

None

Coordinated With:

None

Attachment:

Minutes for Library Board of Trustees meeting of July 29, 2024.

ATTACHMENT NO. 1



LIBRARY BOARD OF TRUSTEES
MINUTES

MEETING OF: Library Board of Trustees Special Meeting
DATE OF MEETING: Monday, July 29, 2024
PLACE OF MEETING: Fernando "Nene" Torres Council Chambers
608 Heber Ave. Calexico, CA 92231
5:00 pm

CALL TO ORDER: Chair Espino called the meeting to order at 5:03 pm

ROLL CALL:

TRUSTEE	ATTENDANCE
Guadalupe Espino	Present
Consuelo Camacho	Present
Maria Alarcon	Present
Angelica Angulo	Present
Elena Huie-Mendez	Present

STAFF PRESENT: Lizeth Legaspi, Library Manager & Lizbeth Carbajal, Executive Assistant.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was led by Chair Espino.

APPROVAL OF AGENDA: On motion by Trustee Camacho and seconded by Trustee Alarcon, the agenda was approved as delivered.

PUBLIC COMMENTS: None.

LIBRARY MANAGER'S REPORT: Mrs. Legaspi reported the following:

- Public restrooms have been restored and are now in working order.
- Resurfacing of the parking lot is pending. The City Council has already approved the budget for this project.
- There is a plan to repaint the inside and outside of the library during Fiscal Year 2024-2025. The inside of the library will be painted first.
- A portion of the carpet in the library was cleaned before the start of the Summer Reading Program.
- The City Council approved the purchase of two (2) Air Conditioner units for the Carnegie Technology Center. The Adult Literacy Services program and its coordinator, Carlos Calderon will move to the CTC. ESL and US Citizenship Preparation classes will continue to be offered at CTC. CTC is in need of replacing the fire alarm and light fixtures.
- Thanks to the Lunch at the Library grant we got a new laptop, iPad and speakers and will be replacing 50 chairs for the multipurpose room.
- Due to other commitments, Mr. Ortega left the Chess Club. Another person is interested in leading the club. Library staff is working on bringing him aboard. Chess Club most likely will resume August 6th.



LIBRARY BOARD OF TRUSTEES MINUTES

- Library Manager Met with the Calexico School District's Food Service personnel. The School District continue to provide snacks for the school year and possibly full meal (dinner).
- Library received 2 sets of First Partner Books.
- **LIBRARY BOARD OF TRUSTEES COMMENTS:** Trustee Alarcon reported having attended the Special Presentation by US Border Patrol. She was very happy with the presenter. Ms. Legaspi mentioned the presenter wants to do a presentation and bring the horses during Red Ribbon week. Trustee Alarcon asked what was wrong with the public restrooms. Ms. Legaspi said the pipes were replaced. Trustee Alarcon asked if the computer classes will resume once the CTC is open. Chairperson Espino asked how many children take advantage of lunch at the library and what happens with the food left over. Ms. Legaspi commented that around 40-45 children eat at the library every day and the food left over is given to the homeless. Once school is back in session the library will be providing snacks from 2:30 – 3:30 p.m.

CONSENT ITEMS:

1. Approval of Minutes from Regular Meeting on April 9, 2024. On motion Trustee Camacho and seconded by Trustee Alarcon, the minutes from regular meeting on April 9, 2024, were approved as delivered.

DISCUSSION AND POTENTIAL ACTION ITEMS:

2. Sun Community Federal Credit Union Quarterly Donation – Sun Community donated \$500 to the library. This money was used to purchase the Vintage Club Bags and the CML logo reusable tote bags. This quarterly donation will be deposited into the library's donation account.
3. Family Summer Reading Program – Adventure Begins at Your Library – June 17 – August 8, 2024 – Summer Reading program is well underway. Cooking with Cecy Kids Edition is a total hit and because of it two more classes will be added during the first two weeks of August (Wednesdays). Lunch at the Library will continue until August 16th. Today is the last day to register for FSRP. Wednesday, July 1st is the last day to submit reading logs. Awards ceremonies will take place next week.
4. September is Library Card Sign-Up Month – A proclamation will be sent to the mayor.
5. Sunsetting of Career Pathways Platforms – For two years the California State Library provided access to various workforce development platforms, now due to reductions in the state's budget these platforms will no longer be supported. Northstar will continue until September 30, 2024.
6. Family Night Dates – Two family nights are coming up. Fiesta Mexicana on Thursday, September 12 and Trick or Treat Halloween Family Night on Wednesday, October 30. We have crafts, games, and guest readers. Every child gets a snack, and a free book.
7. Red Ribbon Week Activities – October 23-31, 2024 – Celebration of Red Ribbon Week creates awareness about not using drugs. During that week, we will have crafts with something related to the topic. The library is planning a presentation in conjunction with the District Attorney's



LIBRARY BOARD OF TRUSTEES
MINUTES

Office. A family friend of the late Enrique Camarena has contacted the library offering to donate the name plaque for Mr. Camarena's bust which is in the entrance to the library.

8. Attendance to California Library Association Conference – Pasadena, CA from October 17-19, 2024 – The annual conference is a great opportunity to learn from other libraries.
9. Friends of the Library Report – The representative was not able to attend.

INFORMATION:

Mrs. Legaspi reviewed the items included under information including attendance report, monthly statistics report, July and August calendar of activities, and New Booklist available online.

ADJOURNMENT

On motion by Chairperson Espino and seconded by Trustee Camacho the meeting adjourned at 5:46 pm

Minutes typed by Lizbeth Carbajal

Next meeting: Monday, April 9, 2024


Guadalupe Espino, Chair

ATTEST:


Lizbeth Carbajal, Executive Assistant