



**NATIONAL CITY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES
REGULAR MEETING AGENDA**

July 5, 2023 - 5:30 PM

When: July 5, 2023 05:30 PM Pacific Time (US and Canada)
Topic: Board of Library Trustees Meeting
National City City Hall – Second Floor Large Conference Room
1243 National City Blvd., National City CA 91950

Public Comments: There are two ways you can make sure your opinions are heard and considered by the Library Board of Trustees:

1. **Submit your public comment prior to the meeting:** To submit a comment in writing, email or mail to: lbtPubComment@nationalcityca.gov, provide the agenda item and title of the item in the subject line of your email. Public comments or testimony is limited to up to three (3) minutes. If the comment is not related to a specific agenda item: Indicate *General Public Comment* in the subject line. All email comments received by 3:30 p.m. on the day of the meeting will be read into the record at the Library Board of Trustees meeting and retained as part of the official record. All comments will be available on the City website within 48 hours following the meeting.
2. **Participate in live public comment during the meeting:** Each speaker is allowed up to three (3) minutes to address the Library Board of Trustees. Please be aware that the Chair may limit the comments' length due to the number of persons wishing to speak or if comments become repetitious or unrelated. All comments are subject to the same rules as would otherwise govern speaker comments at the meeting. Speakers are asked to be respectful and courteous. Please address your comments to the Library Board of Trustees as a whole and avoid personal attacks against members of the public, Library Trustees, and City staff.

AGENDA

Call to Order

Roll Call

Public Comment

Consent Agenda

1. Approval of Agenda dated July 5, 2023
2. Approval of the Minutes of June 7, 2023 meeting
3. Approval of June 2023 Library Warrants

New and Unfinished Business

4. Discover & Go Presentation

City Librarian Report**Other Reports**

5. Friends of the Library Report

Board Member Comments

Adjournment: Next meeting August 2, 2023 at 5:30 p.m.

Upon request, this agenda can be made available in appropriate alternative formats to persons with a disability in compliance with the Americans with Disabilities Act. Please contact Joyce Ryan, City Librarian at (619) 470-5800 or by email at jryan@nationalcityca.gov to request a disability-related modification or accommodation. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangement to ensure accessibility to this meeting.

I, Sarah Ruiz, Administrative Secretary of the City of National City, hereby declare under penalty of perjury that a copy of the above Agenda of the Regular Meeting of the Board of Library Trustees of the City of National City, California, was delivered and/or notice by email not less than 72 hours, before the hour of 6:00 p.m. on June 29, 2023, to the members of the Board of Library Trustees, and caused the agenda to be posted on the City's website at www.nationalcityca.gov and at the Library, 1401 National City Blvd., National City, CA 91950, and at National City City Hall, 1243 National City Blvd., National City, California 91950
/s/:Sarah Ruiz



NATIONAL CITY PUBLIC LIBRARY

Regular Meeting of the Library Board of Trustees

Minutes

June 7, 2023

CALL TO ORDER

The regular meeting of the Board of Library Trustees of the National City Public Library was called to order by Chair Godshalk at 5:34 p.m. on June 7, 2023.

ROLL CALL

BOARD OF TRUSTEES PRESENT: Margaret Godshalk, Chair
Bradley Bang, Secretary
Anzueth Zambrano, Member Trustee
Cindy Lopez, Member Trustee

STAFF PRESENT: Joyce Ryan, Director of Library and Community Services
Myra Martinez, Management Analyst II
Sarah Ruiz, Administrative Secretary

PUBLIC COMMENTS AND COMMUNICATION – Joan Rincon

- One (1) speaker slip received for in-person comment, zero (0) via email

In-person comment:
Joan Rincon

CONSENT ITEM 1, AGENDA:

ACTION: Motion by Secretary Bang, seconded by Member Lopez, to approve June 7 Agenda
Motion carried by unanimous vote

CONSENT ITEM 2, APPROVAL OF APRIL 6 AND MAY 3 MINUTES

ACTION: Motion by Secretary Bang, seconded by Member Zambrano to approve the April 6, 2023 and May 3, 2023 Minutes with a correction to the April 6th Minutes to remove information that Secretary Bang would be out of town for the May 3rd meeting.

Motion carried by unanimous vote

CONSENT ITEM 3, APPROVAL OF APRIL AND MAY LIBRARY WARRANTS

ACTION: Motion by Secretary Bang, seconded by Member Zambrano to approve the April 2023 and May 2023 Warrants

Motion carried by unanimous vote

NEW AND UNFINISHED BUSINESS –

Item 4- Update on Memory Lab

Director Ryan gave an update on the Memory Lab. It will open next week. All of the equipment is set up. The Library has been in discussion with Dukie Valderrama and Ray Juarez about digitizing photographs of Old Town National City to display in the Library.

Item 5- Update on Incident Information

Director Ryan announced the Agreement with Invicta Security CA Corporation dba Allstate Security was approved at last night's City Council Meeting. Starting at the October Meeting, and every quarterly meeting thereafter, library staff will provide statistics to the Board on incidents that have occurred at the Library- how many, nature of incidents, and whether police or the security guard were involved in the incidents.

CITY LIBRARIAN REPORT

Director Ryan reported Summer Reading Program started this past Monday and runs through July 29. People are starting to sign up. The theme this year is Find Your Voice. The last class visit for the school year took place yesterday. Staff participated at the Career Fair at El Toyon Elementary School on May 18 and in STEAM Day held by ARTS on April 29. Director Ryan noted that the Face Behind the Art Program would be starting on July 6. Director Ryan mentioned that Mobile Printing is now available at the Library. It has passed the Beta Testing Phase and is moving forward. The Director mentioned that Principal Librarian interviews were held. The candidate is scheduled to start at the end of June. CLA was held in Sacramento. Ms. Tiffany Roberts, Senior Library Technician attended and presented on Parks Pass. The Parks Pass Grant will hold its June excursion to Torrey Pines State Park on June 17.

OTHER REPORTS – Friends of the Library

Chair Godshalk mentioned the upcoming Community Breakfast on June 10 at 10 a.m.

BOARD TRUSTEE COMMENTS/COMMUNICATION

Secretary Bang gave positive feedback regarding the recent Kitchenistas Program. Director Ryan thanked Secretary Bang for his feedback and reminded the Board that programming is a function of the Library. The Library is looking at a wide variety of programming to attract patrons.

ADJOURNMENT

Meeting adjourned at 5:57 p.m. The next Board Meeting is scheduled for Wednesday, July 5 at 5:30 p.m.

Respectfully submitted,

Joyce Ryan
City Librarian

Library Warrants										
FY23-24										
Board Meeting	Wednesday July 5, 2023									
						FUNDS				
Vendor Name	Description	Account	Sub-Acct	Check#	Check Date	Gen Fund #104	Capital Outlay #108	Donation #277	Grant #320	Total
Allstate	Security Guard Services	104-431-056	299			\$3,352.25				\$3,352.25
Amazon	Office Materials	108-431-056	399				\$47.82			\$47.82
Amazon	Parks Pass Grant-Materials	320-431-343	399						\$3,883.82	\$3,883.82
Amazon	Literacy Services Grant- Materials	320-431-339	320						\$550.49	\$550.49
Bulk Bookstore	Parks Pass Grant-Materials	320-431-343	399						\$4,117.82	\$4,117.82
Midwest Tape	DVDs/Blu-Rays	108-431-056	304				\$498.82			\$498.82
Old Town Trolley	Parks Pass Excursion	320-431-343	299						\$2,100.00	\$2,100.00
									TOTAL	\$14,551.02



STAFF REPORT Board of Library Trustees

Prepared by: Joyce Ryan, Library & Community Services Director Meeting Date: 7/5/23

SUBJECT: Presentation on Discover & Go

RECOMMENDATION: Staff recommends Board of Library Trustees receive and file the report.

BOARD/COMMISSION PRIOR ACTION: None

STATEMENT ON SUBJECT:

Discover & Go provides National City Public Library cardholders with free passes to museums and attractions throughout San Diego County. Cardholders can reserve passes online for a variety of attractions throughout the area. Some of the primary offerings include:

- San Diego Zoo
- San Diego Museum of Art
- San Diego Model Railroad Museum
- Museum of Us
- Museum of Photographic Arts
- San Diego Museum of Art
- San Diego Children's Discovery Museum

Alexander New, Senior Library Technician, will give a short presentation on the service.



STAFF REPORT Board of Library Trustees

Prepared by: Joyce Ryan, Library & Community Services Director Meeting Date: 7/5/23

SUBJECT: City Librarian Report

RECOMMENDATION: Staff recommends Board of Library Trustees receive and file the City Librarian report.

STATEMENT ON SUBJECT:

Summer Reading Program

The annual Summer Reading program started on June 5 and we currently have 220 participants. The theme this year is "Find Your Voice" and staff are incorporating the theme in activities and programs. The Summer Reading Program is for all ages and takes place June 5 – July 29.

Face Behind the Art Program

Staff have been working towards bringing the *Face Behind the Art* program back this Summer. This popular program highlights local artists (authors, filmmakers, poets, musicians, etc.) who exhibit and/or discuss their work. This month-long celebration features lectures, book readings and performances. On Thursday, July 6 at 5 p.m., Marlene Wagman-Geller will be at the library for a book reading of her new title "The Secret Lives of Royal Women." Also, on Thursday, July 20 at 5 p.m., artist James Watts will be at the Library showcasing and discussing some of his recent artwork.

Singing Our Way to Freedom Screening and Q&A

The Library is proud to present a screening of the documentary *Singing Our Way to Freedom* followed by a Q&A with the writer, producer and director Paul Espinosa on August 5 at 2 p.m. The documentary tells the tale of Ramon "Chunky" Sanchez from his farmworker beginnings to receiving honors at the Library of Congress. Paul Espinosa, documentary filmmaker, will be available for questions regarding his subject and also the process of documentary filmmaking,

Library Patron Rules of Conduct

Staff have noticed certain issues in patron use of the Library and would appreciate Board policy review of the Library Rules of Conduct. Staff will be presenting the policy for review and discussion at the next meeting in August 2023.

Principal Librarian

Principal Librarian Danielle Ghio will be starting at the National City Public Library on July 11, 2023. She comes to National City from the Lemon Grove branch of the San Diego County Library system and has nine years of progressively responsible professional service in San Diego County and the San Diego Public Library. Ms. Ghio has many years of experience in Youth Services. She holds a Master's of Management in Library and Information Science from the Marshall School of Business at USC.

Annual Report

At the August 2, 2023 meeting, Library Trustees will be asked to review and approve the Board of Library Trustees Annual Report. This report will be presented to City Council on September 5, 2023.