



LIBRARY BOARD OF TRUSTEES MEETING MINUTES

DATE: January 15, 2025 | *CALL TO ORDER: 5:34 PM* | *ADJOURNED: 8:00 PM*

TRUSTEES

Iris Alicea	PRESENT	Barbara Sottilaro	PRESENT
Brenda Delgadillo	PRESENT	Maria Diaz	PRESENT
Vickiana Ortega	PRESENT	Alyssa Kennedy	PRESENT
Linsdey Tich	PRESENT	Loris Welch	EXCUSED

AGENDA TOPICS

1. Presentation: Master Plan by Dennis Kowal
 - Check to see if a hazardous materials test was completed
 - IT – see if it’s possible to move the server tower
 - Priority Children’s room – Exclude outdoor reading room and staff steps, limit staff restroom renovation, & combine local history and archives downstairs in climate-controlled room
 - Upstairs renovation – if there are extra funds after children’s room, add upstairs three rooms, knock front wall, move circ desk
 - Contract does not include furniture or interior design
 - We should have drawings to review in 6 months
 - Approved Resolution: R-1/15-01 Adoption of the Master Plan for Library Renovations
 - Joel to follow up with email including amendments needed
2. Approved the November 2024 minutes
 - Brenda Delgadillo made a motion to approve the November 2024 minutes.
 - Iris Alicea seconded the motion
3. Treasurer’s Report
 - City Finance Dept. did not provide November or December's Check Register in time for Board review.
4. President’s Report
 - Elevate the board's performance by strengthening our operations to become more effective, efficient, and structured.
 - Focus more on board specific duties to create better systems and streamlined processes to better assist library staff/director.
 - Enhance board awareness of the community's needs in an independent and comprehensive manner for better advocacy to evolving needs, emphasizing direct communication with the community to gather information.



- Focus will be on how we collect and organize information to ensure a balanced approach when collaborating and/or advising the staff, moving away from relying solely on staff input.
- All Trustees in attendance agreed
- 5. Acting Director Report
 - Daniel Cleaver DPW sent second proposal for cracked beam and wall
 - Cleaning services – Eastern Cleaning Services proposal is high, alternate option: explore co-op
 - BHM program \$5,500 suggested budget
 - Women's History Month – Saturday, March 29th
 - Community Engagement Committee – find women to honor at event
 - 'Systems Librarian' changing to 'Librarian I' on job listing to attract entry level librarians
- 6. Old Business
 - New Trustee Appointment: Lindsey Tich replacing Dr. Pepe
 - Send preferred email address to Joel by 1/22 and he will create a spreadsheet for everyone to reference.
 - Attorney Ad-Hoc committee did not meet to recommend an attorney, will meet to have recommendation for February
- 7. New Business
 - Committee members selected as following:
 - Finance Committee – Vickiana, Barabra, Iris
 - Community Engagement Committee – Brenda, Maria
 - Policy & Personnel Committee – Vickiana, Brenda
 - Board Development Committee – Vickiana, Lindsey
 - Facilities (Formerly Building & Grounds) Committee – Alyssa, Iris, Barbara
 - Chair Positions and Date of Meetings to be provided at next meeting.
- 8. Friends of the Library Announcements
 - 100 year old woman wants to donate \$\$ to the library and receive a plaque on the wall – slideshow preferred
 - Next meeting to discuss paying for Victor Marshall BHM performance

PUBLIC COMMENT

Brenda Delgadillo made a motion to open the Public Comment portion of the meeting.

Iris Alicea seconded the motion.

No public comment

Iris Alicea made a motion to close the Public Comment portion of the meeting.

Brenda Delgadillo seconded the motion

NEXT MEETING

February 19, 2025 at 5:30pm