

City of Corona

*City Council Chambers
400 S. Vicentia Ave.
Corona, CA 92882*

Library Board of Trustees Minutes - Draft

Tuesday, April 25, 2023

Council Chambers - 5:30 p.m.



**Connie Newhan, Chair
Jami Merchant, Vice Chair
Aisha Kennerly, Trustee
Shirley Towler-Hayes, Trustee
Cherise Leonard, Trustee**

CALL TO ORDER

Chair, Connie Newhan, called the meeting to order at 5:31 PM.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Trustee, Aisha Kennerly.

ROLL CALL

Present 4 - Chair Connie Newhan, Trustee Aisha Kennerly, Vice Chair Jami Merchant, and Trustee Shirley Towler-Hayes

Absent 1 - Trustee Cherise Leonard

MEETING MINUTES

1. [23-0392](#) Approval of the minutes of the regular board meeting held on March 28, 2023

A motion was made by Vice Chair Merchant, seconded by Trustee Kennerly, that the Minutes be accepted. The motion carried by the following vote:

Aye: 4 - Chair Newhan, Trustee Kennerly, Vice Chair Merchant, and Trustee Towler-Hayes

CONSENT CALENDAR

2. [23-0393](#) Board Graph, Stats, Calendar, and Flyers

A motion was made by Trustee Kennerly, seconded by Vice Chair Merchant, that this Consent Calendar be accepted. The motion carried by the following vote:

Aye: 4 - Chair Newhan, Trustee Kennerly, Vice Chair Merchant, and Trustee Towler-Hayes

COMMUNICATIONS FROM THE PUBLIC

None.

YOUTH UPDATE

Maximus Paul, Mayor's Youth Council, provided an update. The Mayor's Youth Council gives students the opportunity to serve their community, gain a wealth of experience in local government, and add their voice to discussions that will shape the future of the City. The Mayor's Youth Council met on April 11, 2023 with a Utilities department tour of their water reclamation facilities. They learned what it takes to provide high quality drinking water to the community. They also learned about Corona's reclamation system. The City's reclamation systems helps save water for homes and businesses by using reclaimed water for landscaping. This in turn saves the water and the environment to help the community.

On April 18, 2023 they had a Police Department tour at the Police Administration building. Public safety and public service are the top priorities of the men and women of the Police Department. The department has over 220 employees include officers and support staff. Together they are responsible for the public safety of over 160,000 residents. They had a tour of the memorial wall, holding cell area, and police car. They also learned about the importance of the canines for the Children's rehabilitation room. The Corona

Police Department values its community and the quality of life in our neighborhoods. Their next meeting is Wednesday, May 17, 2023.

Trustee, Towler-Hayes, thanked him for coming and said she received a tour of the water reclamation center and learned that we have homogenized water.

Vice Chair, Merchant, thanked him for his report.

Trustee, Kennerly, thanked him for his report.

Chair, Newhan, thanked him for his report.

ADMINISTRATIVE ITEMS

3. [23-0394](#) Director's Report

Daniell Whittington, Library Manager, reported on the Parks kits backpacks update. We were given seven backpacks by the California State Library. They have an eight week check out time, but most return early. They currently do not have any holds. We are watching to see if the state library will be sending out more backpacks. If not, the Library leadership will decide if we want to increase the number of back packs to an even ten.

Welcome our new Library Specialist, Ariel Castillo, to the staff. She is working in the Literacy and Community Engagement team. She will be working specifically with the Maker Exchange program. Congratulations to newly promoted Jennifer Bauserman to Library Supervisor of the Literacy and Community Engagement team. Jennifer mentioned that she has worked for the City for just over nine years now. Her current role was in Collection Development managing the youth services collection, but kept herself in the programming side as well. She is looking forward to this new role.

On April 11, 2023 we had about 52 first graders from Clara Barton Elementary School. They learned a brief history of the Library, how to find homework help within our Library, and they checked out items with their CNUUSD Smart Card. If anyone is interested in having one of these tours, they may contact Martin Villegas at 951-736-2389.

Corona's Main Street USA Independence Day Parade. The Parade takes place on Main Street from Ontario to Olive Street. Parade applications are open now until Monday, June 12, 2023. Questions about the parade can be relayed to the Library and questions about the fun at Santana Park can be relayed to Recreation Services.

In an effort to promote our events and services better, the Library is going to use our social media platforms more to engage with the community. A Social Media Policy is being created for guidelines and etiquette. It is currently being reviewed by the communications team.

Daniell thanked the Friends for the Library. They provided lunch/dinner for all of the Library staff today.

Anne Turner, Director, Community Services, reported on the May Calendar. We have done some revisions to the calendar. Summer at Your Library will be coming back starting on June 5, 2023. Llama, Llama Red Pajamas is the Storywalk story for the month of May. The Vets Connect Hours are also listed on the calendar.

The Library looks beautiful out front and now you can park on Belle Avenue in front of the Library.

We have a new Corona Connection for Summer 2023. There is a lot of information on the 4th of July. There are some fabulous bands this year. We are expecting 16 food trucks this year and an amazing

fireworks show.

We will be having a "Corona Serves" exhibit at the Library. This will cover World War II all the way through the most recent conflicts. This is a tribute to all of the Coronians that served. It is looking like the Women's Victory Flag will be able to be displayed. If not, we will have a replica. These tributes are incredibly important. We will let you know exactly what that date will be.

The California Parks and Recreation Society Conference (CPRS) 2023 was a very exciting time. This is a state wide conference for Parks and Recreation. They were asked to lead two sessions. Anne led a session on Parks and Recreation master planning. Viola Van and Moses Cortez led a session on Corona's urban canopy and its impact on mental health and community building.

Chair, Newhan, asked if they will be reading all of the names of the service personnel at the 4th of July festival. Anne said yes, we definitely will announce each branch and the names. Connie also asked about the Vets Connect book club and how it is doing. Chris-Tina Smith replied that it is doing amazing. The attendance and interest is huge.

Vice-Chair, Merchant, asked what it means for the backpacks to have holds. Daniell replied that if they are currently checked out, you can put a hold on them to get the next one to check out. She would also like to know if they can be notified when there is a Library Tour so that they may come to it. Daniell will speak with Martin and have him do that. The Maker Exchange, when it says 10 and up, do they just get dropped off or does the parent stay with them. Daniell replied that the parent needs to stay in the Library during that time. The Maker Exchange may have a theme, but children can use their creativity to take them where they want to go.

Trustee, Towler-Hayes, asked where the "Corona Serves" exhibit will be. Daniell responded that it will be in the gallery area before you enter the Heritage Room.

4. [23-0395](#) Heritage Room Lending Policy Update

Daniell Whittington, Library Manager, reported on the Heritage Room Lending Policy. She wanted to give the same report that she gave to the Committee of the Whole, COTW. The lending policy outlines the borrowing procedures and the necessary steps to display items within City buildings. She went over the Application & Loan Process. Some considerations when evaluating a request are that the item needs to be less than six feet long. Textiles in good condition can be considered for a longer display request time. Photographs that are digitally preserved or copies are also available. She also shared the Ideal Environmental Conditions for display. There are also maximum display times for certain items. This item went to the COTW and they asked for Heritage Park to be added to the policy.

Trustee, Towler-Hayes, asked who drafted the loan agreement. Daniell said that she drafted the agreement. Shirley asked if insurance is required. Daniell said that it is covered in the document. Since the items will be in the City building and Heritage Park, the City has its own insurance and we would have a discussion about that with Heritage Park.

5. [23-0402](#) Literacy and Community Engagement

Chris-Tina Smith, Library Supervisor, reported on Literacy and Community Engagement, LCE. She discussed the two teams in the LCE unit which are the Literacy unit and the Community Engagement unit. Literacy has Early Literacy Storytimes on Wednesday and Thursdays. Play Cafe for caregivers, they are planning Reading Strategies for Summer on June 13, 2023. The In n Out Cover to Cover had 722 registrants. 1000 Books before Kindergarten is popular. New adult literacy tutors with updated enrollment/interest forms. The California Library Literacy Services grant was \$32,805 with the continuation grant due in May.

The Community Engagement team consists of the On the Go program at Eagle Glen Park. They will be at Lincoln Park in May and at the Splash Pads from June - August. The Library Tours have started back up with Clara Barton 1st Grade. They are currently scheduling Raney Intermediate, Parkridge Elementary and Pivot Charter School. Senior Services has new standing marketing displays at each of the assisted living facilities.

Special Events consists of National Library Week, April 24th - 29th with programs and take home activities each day, and spirit week activities for both staff and patrons. Prizes are available. The biggest special event is Summer At Your Library with "Find Your Voice" as the theme. This program runs from June 4th - August 5th. There will be a finisher's party at the CCC, Friday, August 5th. Prize distribution will be through August 11th.

TRUSTEE COMMUNICATIONS

Chair, Newhan, thanked the Islamic Society of Corona Norco for inviting the board to the Ramadan Interfaith Dinner. It is a wonderful event.

Trustee, Kennerly, she is looking forward to going to the Library for National Library Week.

Trustee, Towler-Hayes, attended the Friends of the Corona Public Library's 6th annual author event which sold out in 30 days. This is a great event.

ANNOUNCEMENTS

ADJOURNMENT

The meeting adjourned at 6:17 PM.

Katherine Backus
Meeting Recorder

Future Agenda Items

Corona City Hall Online, All the Time- www.coronaca.gov

NOTICE TO THE PUBLIC:

If you challenge any items on the agendas in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Library Board of Trustees at or prior to this public hearing.

Agendas for all Library Board of Trustee meetings are posted at least 72 hours prior to the meeting in the breezeway display case at City Hall. A complete agenda packet is available for public inspection during business hours at the Corona Public Library. Any materials relating to an item on the agenda which are distributed to all, or majority of all, members of the Library Board of Trustees after the posting of the agenda will also be available at the same time for public inspection during business hours at the Corona Public Library.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the ADA Coordinator at (951) 736-2266. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102-35.104 ADA Title II].

MEETING IS BEING RECORDED