

City of Corona

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

Library Board of Trustees Minutes - Draft

Tuesday, January 23, 2024

City Council Chambers - 5:30 PM



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

CALL TO ORDER

Vice Chair, Aisha Kennerly, called the meeting to order at 5:30 PM.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Trustee, Cherise Leonard.

ROLL CALL

Present 3 - Vice Chair Aisha Kennerly, Trustee Shirley Towler-Hayes, and Trustee Cherise Leonard

Absent 1 - Chair Jami Merchant

MEETING MINUTES

1. [24-0067](#) Approval of the minutes of the regular board meeting held on November 28, 2023

The approval of the minutes of the November 28, 2023 meeting will be tabled until the February 27, 2024 meeting due to a lack of quorum.

These Minutes were tabled.

CONSENT CALENDAR

2. [24-0068](#) Board Graph, Stats, Calendar, Flyers

A motion was made by Trustee Leonard, seconded by Trustee Towler-Hayes, that the consent calendar be accepted. The motion carried by the following vote:

Aye: 3 - Vice Chair Kennerly, Trustee Towler-Hayes, and Trustee Leonard

COMMUNICATIONS FROM THE PUBLIC

None.

YOUTH UPDATE

Layne Trombley reported for the Mayor's Youth Council. The Mayor's Youth Council offers students the opportunity to serve the community, gain a wealth of experience with local government, and add their voice to discussions that will shape the future of our City. At their January 9th meeting they met with Mayor, Tom Richins and discussed how he got into City politics and how to be successful by getting involved in your community, building businesses, and building a successful City. Their next meeting is February 9th.

ADMINISTRATIVE REPORTS

3. [24-0071](#) Library Report - January 23, 2024

Interim Director, Donna Finch, introduced Library Manager, Daniell Whittington and the Library report.

Daniell presented the Library report. She gave a programming recap on the Head Start Holiday, Family

Winter Crafts, Adult Crafts, and Teen Crafts. She thanked all the City of Corona staff that sponsored the children for Head Start Holiday, Corona Fire Department, Chair Jami Merchant, Director Finch, and Mayor Richins for helping out.

She highlighted our online newspapers and magazines. We have CoudLibrary, NewsStand, Newspaper Archive, and the New York Times. You can access both newspapers and magazines through these resources.

Our Teen Advisory Council (TAC) is back. This group is comprised of 7th-12th graders. We currently have a team of 15 teens. They will have a report for the Trustees in February.

Upcoming events are: January 25 - Maker Exchange After Dark for adults, February 14 - Anti Valentine's Day Party for 6th - 8th graders, and February 29th - DIY Flower Bouquets for high school - adults, and our Lego contest which is going on right now for ages 5-adult.

The Top Fiction Title is My Hero Academia, by Kohei Horikoshi. The Top Non Fiction Titles are: Primary phonics, by Barbara Makar; and Elon Musk, by Walter Isaacson. Our Top eBook Title is Led Astray, by Sandra Brown. Presently we have about 28% dead items, that have not been checked out in 180 days. Our grubby items are at 39%, which are the well loved books in the Library.

She shared our calendar of February events and pointed out that our Play Cafe has returned on January 17th - February 21st. Our Spanish Bilingual Storytime has returned and will be on the 2nd and 4th Fridays of the month. The Fiction Book Club is back on February 18th at 10:30am. Our On-the-Go van has secured a second stop on Wednesdays at Eagle Glen Park. At Mountain Gate Park we will have our StoryWalk. The title is Lost and Found. We are trying to figure out a way to keep our panels from being destroyed at the park.

Looking ahead and reminders: The next Trustees Meeting will be February 27th, The Library will be closed on February 12th and 19th. The Library will be closing early at 4pm on February 22nd for Ladders and Linguine. National Library Week is April 1-6 and the theme is Ready Set Library! We are anticipating the Heritage Room construction to begin soon. We will have a report on that next month. We have received more California ParksPass backpacks. Thank you to Librarian, Denise Lizarraga for helping with that. Daniell also reminded the Trustees to meet with their Council Member to advocate for the Library.

Vice Chair, Aisha Kennerly, mentioned that the Library is full of activity. She could imagine how excited the Head Start students were to see Santa and Mrs. Claus arrive on a fire truck. The flower arranging sounds like a fun event as well as Ladders and Linguine on February 22nd.

Trustee, Cherise Leonard, asked about the Anti Valentine's event and what they will be doing. Daniell replied that they will be making chocolates and crafts. She asked what the target is for dead and grubby items. Daniell said that the recommendation is 10% or less. We are working on giving the books a longer shelf life.

Trustee, Shirley Towler-Hayes, asked about the On-the-Go vans and if they could check out books from the vans. Daniell said yes, and they can also check out Parks Passes and back packs.

4. [24-0085](#) Library Report - Administration

Library Manager, Daniell Whittington gave a report on Library Administration. The Library Administration office consists of two office assistants, one management analyst, and the Library manager. She gave a brief synopsis of the duties of the Library Administration staff. The Library Hub makes sure supplies are properly inventoried, keep within our budget, fix broken items around the Library, submit personnel action forms (PAF), manage the budget, deal with disruptive patrons, and future casting. The Corona Public

Library is basically at the medium of number of staff in the Administration area.

Trustee, Leonard appreciates everyone in the Administration office. She also thanked Martin for what he does as well.

Trustee, Towler-Hayes, seconded what Trustee Leonard said.

5. [24-0072](#) Friends of the Corona Public Library Report

Friends of the Corona Public Library, President, Gretchen Doughty gave a report. She thanked the board for the opportunity to talk about the Friends of the Corona Public Library. They paid for the Frances Aldama Martinez (FAM) community room kitchen makeover and it looks amazing. They will be donating \$41,450 for a new sound system for the FAM room as well. They have donated over \$25,000 for books for the library recently. The Friends have also participated in Halloweekend, CNUSD Red Ribbon Festival, and the Holiday Lighting Celebration by giving away books to the children along with other giveaways. The Friends sponsored three community holiday concerts at the Library this year with more that 140 per event. They sponsored the Spirits for Spirits event. They purchased all the Library poinsettias, they held a sold out author event in October. They also maintain the Library fish tank.

For 2024 the Friends will be hosting the Ladders and Linguine event. Terri Siegert Jagers is the Chairman of the event. She thanked the Trustees for buying a table for the event. The funds raised will be used for a local children's author event. Each child will receive a book from the event. In April the Friends will host their Historical Fiction Author brunch. They will also participate at Day of the Child giving out books to the children. The Friends will be sponsoring three spring concerts as well. They would also like to attend the City's Summer Concert events with books to give away.

Vice Chair, Kennerly, thanked the Friends for all they do and donate to the Library and our community.

Trustee, Towler-Hayes, thanked the Friends for all they do as well.

TRUSTEE COMMUNICATIONS

Trustee, Shirley Towler-Hayes, at the last Friend's author event they received a request for a Senior Book Club. She has worked with Lydia Bouroumand at the Senior Center and beginning February 20th they will have their first meeting at Evan's Brewery. They will meet regularly on the 3rd Tuesday of every month at 2:00pm. The book will be The Thursday Murder Club.

ANNOUNCEMENTS

None.

ADJOURNMENT

The meeting was adjourned at 6:02 PM.

Katherine Backus
Meeting Recorder

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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 Parks and Recreation Commission at or prior to this public hearing.

Agendas for all Parks and Recreation Commission 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 Library and Recreation Services Department. Any materials relating to an item on the agenda which are distributed to all, or majority of all, members of the Parks and Recreation Commission after the posting of the agenda will also be available at the same time for public inspection during business hours at the Library and Recreation Services Department.

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) 736-2235. 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