



City of Corona

Corona Public Library
Boardroom
650 S. Main Street
Corona, CA 92882

Minutes - Draft

Library Board of Trustees

Anna Coriddi Meza, Chairman
Connie Newhan, Vice Chair
Wes Speake, Trustee
Jami Merchant, Trustee
Leonard Enlow, Trustee

Monday, October 22, 2018

5:30 PM

Corona Public Library

CALL TO ORDER

PLEDGE OF ALLEGIANCE

1. ROLL CALL

Present 5 - Wes Speake, Chair Anna Coriddi Meza, Vice Chair Connie Newhan, Jami Merchant, and Leonard Enlow

Others Present: David Montgomery-Scott, Director, Library & Recreation Services
Abigail Schellberg, Assistant Director, Library & Recreation Services
Katherine Backus, Management Analyst

2. ORAL COMMUNICATIONS FROM THE PUBLIC

None.

3. WRITTEN COMMUNICATIONS

None.

4. MEETING MINUTES

[18-2167](#) Approval of the minutes of the regular board meeting held on August 20, 2018

A motion was made by Speake, seconded by Enlow, that this Minutes be approved as amended. The motion carried by the following vote:

Aye: 4 - Speake, Chair Coriddi Meza, Merchant, and Enlow

Abstain: 1 - Vice Chair Newhan

5. REPORTS FROM SUPPORT GROUP LIAISONS & THE CITY

A. Friends of the Corona Public Library/Kathy Wright, President

Abigail Schellberg, Assistant Director, Library and Recreation Services reported that the Friends will have a booth at the Red Ribbon Festival from 12-4 pm.

6. ADMINISTRATIVE REPORTS

A. Monthly and Financial Reports

This was received and filed.

[18-2168](#)

Stats and Financial Reports

Abigail Schellberg, Assistant Director, Library and Recreation Services mentioned that our computer usage is down. Wes Speake, Trustee, asked if that is due to our computers being too old. He had spoken to the IT Director, Chris McMasters, and they are testing out Virtual Desktops in DWP right now. This may help our situation in the future.

Abbie mentioned that we have added the Circle City Center Passports to our statistics. Wes asked if we could get a total on all of the Passports.

This Report was received and filed.

B. Library Report

Abigail Schellberg, Assistant Director, Library and Recreation Services, reported on the following:

1. **Program/Service Survey:** We will survey for every program, including outreach. Compile and evaluate on an ongoing basis. Passed around an example.
2. **Mobile Library Collection:** We are adding a mobile library collection component to our collection management. This will go on our LaRS on the Go vehicle. Currently, we are pulling items from our regular collection. To support this new collection, Susan B. Anthony 4th grade classes are doing a fund-raiser to collect 50 books each (for a potential amount of 200 books) to be donated to the Mobile Library Collection. The focus will be for the month of November for these classrooms. Amy Luke and Jennifer Bauserman are presenting to the classes to share the service and what types of books to collect.
3. **Annual State Library Report:** This is due to the State Library on November 2nd. We complete this to contribute to the reports that State Library creates for both the State and Federal governments to allow for budgetary allocations and grant opportunities. These reports also give local libraries benchmarks to share with their own organizations.
4. **City of Corona Emails:** Please check your City emails for

correspondence from City staff. I am communicating with IT to create some more accurate instructions for password resetting for those who only access email remotely.

5. **Volunteer Recognition:** Apologized for the fact that the invites were not received by the trustees. Next time we will send them through the regular mail.

6. **Senior Center Thanksgiving:** Will be on 11/19 @ 11:00 am, 10:45 am for volunteers.

7. **Kristallnacht:** Will be on 11/8 at the Civic Center theater.

C. Calendar and Flyers

[18-2169](#) Calendar and Flyers

This Report was received and filed.

7. OLD BUSINESS

Wes Speake, Trustee, asked if we were promoting the Frances Aldama Martinez Community Room dedication. Abbie responded that there was a press release and it has been pushed out through social media. The dedication is Saturday, October 27th at 1:00 pm.

8. NEW BUSINESS

A. Public Services Committee Report

1. Public Services Committee Representation - November 7, 2018 @ 3:00 pm

Connie Newhan, Vice Chair, has agreed to attend the Public Services Committee meeting on November 7, 2018 @ 3:00 pm.

B. Friend's Report

1. Friend's Representation - November 13, 2018 @ 6:00 pm

Leonard Enlow, Trustee, has agreed to attend the Friends of the Corona Public Library meeting on November 13, 2018 @ 6:00 pm.

C. Draft Fee Study Approval

[18-2219](#)

Draft Fee Study

A motion was made by Vice Chair Newhan, seconded by Merchant, that the Draft Fee Study be recommended for approval. The motion carried by the following vote:

Aye: 4 - Chair Coriddi Meza, Vice Chair Newhan, Merchant, and Enlow

Absent: 1 - Speake

9. TRUSTEE COMMUNICATIONS

A. Reports from Trustees

1. Anna Coriddi Meza, Chairman

Anna reported that she attended the LaRS On-the-Go vehicle ribbon cutting at Citrus Park. She also attended one of our Constitution programs and really enjoyed it.

2. Connie Newhan, Vice-Chair

No Report.

3. Wes Speake, Trustee

Absent.

4. Jami Merchant, Trustee

Jami reported that she attended the LaRS On-the-Go vehicle ribbon cutting at Citrus Park. Her children attend Garrettson Elementary School which is a dual language immersion school. The principal asked Jami if there is any way that she could come to the Library and record a Bilingual Storytime for Facebook Live.

5. Leonard Enlow, Trustee

Len went to Trilogy and spoke about Genealogy and the Library to 50 people in attendance. This is part of their Life Long Learning program. He asked if there is any issues with going there and working with them, as they are outside of the City limits. He will keep his foot in the door there and see if there are any other programs of interest to them.

ADJOURNMENT

The meeting adjourned at 6:26 pm.

Katherine Backus
Meeting Recorder

NOTICE TO THE PUBLIC

Agendas for all Library Board of Trustees meetings are posted at least 72 hours prior to the meeting in the entry way display case at City Hall and in the Library Lobby. A complete agenda packet is available for public inspection during business hours at the Corona Public Library Heritage Room Reference Desk. Any materials relating to an item on the agenda which are distributed to all, or a majority of all, Board Members 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.

Written communications from the public for the agenda must be received by the Administration Office seven (7) days prior to the Board meeting.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Library Administration at (951) 736-2384. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

CITY COUNCIL LIAISONS 2018/19

Anna Coriddi Meza/ Eugene Montanez
Connie Newhan / Jason Scott
Wes Speake / Karen Spiegel
Len Enlow / Yolanda Carrillo
Jami Merchant/ Randy Fox

UPCOMING MEETINGS

Public Services Committee Meeting / Wednesday, November 7, 2018 @ 3:00 pm
Friends Meeting / Tuesday, November 13, 2018 @ 6:00 pm
Next Trustee Meeting / Monday, November 26, 2018 @ 5:30 pm