



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
Jami Merchant, Trustee
Leonard Enlow, Trustee
Vacant, Trustee

Monday, February 25, 2019

5:30 PM

Corona Public Library

CALL TO ORDER

PLEDGE OF ALLEGIANCE

1. ROLL CALL

Present 3 - Vice Chair Connie Newhan, Jami Merchant, and Leonard Enlow

Absent 1 - Chair Anna Coriddi Meza

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

2. ORAL COMMUNICATIONS FROM THE PUBLIC

None.

3. WRITTEN COMMUNICATIONS

None.

4. MEETING MINUTES

[19-0171](#) Approval of the minutes of the regular board meeting held on January 28, 2019

A motion was made by Merchant, seconded by Enlow, that the Minutes be approved. The motion carried by the following vote:

Aye: 3 - Vice Chair Newhan, Merchant, and Enlow

Absent: 1 - Chair Coriddi Meza

5. REPORTS FROM SUPPORT GROUP LIAISONS & THE CITY

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

Absent.

6. ADMINISTRATIVE REPORTS

A. Monthly and Financial Reports

[19-0172](#)

Stats and Financial Reports

This Report was received and filed.

B. Library Report

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

- 1. Staffing:** The Full Time Library Assistant position will close on February 27th. We have the first panel of interviews scheduled for March 18th or 19th. We're finalizing the panel.
- 2. Budget Planning:** We are preparing our first budget presentation with the City's management team and finance on March 5th. Last year, one of the council members sat in on this meeting and also asked questions and participated in discussion. I'm not sure if that will be the case this time around.
- 3. Maker Exchange:** New Logo! Our Communications staff, Cindy Solis, developed our Maker Exchange logo. This is for our makerspace which will have a soft opening on April 13th. We will be conducting some sessions in the Maker Exchange starting in March to begin introducing the community to this resource.
- 4. Programs:** Novels before Noon, part of Adult Reading Assistance program. New Storytime: Arabic Storytime, the first session of this bilingual storytime had 93 in attendance.
- 5. Community Services Room:** This room, which is in amongst the Study Rooms, will serve as our Vet Connect office and our inreach office for City Net staff. Vet Connect's hours will be on Tuesday evenings and Thursday afternoons to begin. We currently have 3 volunteers lined up to begin their training in Veteran's Resources. Ashley Arias and I will be each attending training in April to learn more in depth about the resources related to this new area of service. In addition, City Net staff will use this office on Fridays for their inreach services to the homeless population in our community.
- 6. Stats:** Overall, digital resources and non-English materials continue to circulate strongly. Program attendance continues to be strong as well. As Jennifer Marlatt adds to the Heritage Room's online sources, we see those

visits continue to climb. Total revenue is up. Our passport burden at the library has been lessened as we share this service with the CCC site. We have also seen a decrease in phone calls as people have found and been directed to the online appointment software.

C. Calendar and Flyers

[19-0173](#) Calendar and Flyers

This Report was received and filed.

7. OLD BUSINESS

A. Unattended Minor Policy - Draft

[19-0179](#) Unattended Minors Policy

A motion was made by Enlow, seconded by Merchant, that the Disruptive and Unattended Children at the Corona Public Library Policy be approved. The motion carried by the following vote:

Aye: 3 - Vice Chair Newhan, Merchant, and Enlow

Absent: 1 - Chair Coriddi Meza

8. NEW BUSINESS

A. Public Services Committee Report

Connie Newhan, Vice Chair, reported that she attended the Public Services Committee meeting on February 6th and there was an update and discussion regarding Prop 64 and Potential Regulation of Recreational Marijuana. There were lots of questions. Committees are being formed and surveys will be going out. It will have to go back to committee. Chief Johnstone and City Attorney, Dean Derleth spoke on the subject. They will also be checking with the League of California Cities for information. Banking is an issue as it is not legal on the Federal level. They expect this discussion will go on for a few more months.

1. Public Services Committee Representation - March 6, 2019

There will not be a representative from the Library Board of Trustees at the March 6, 2019 meeting.

B. Friend's Report

Len Enlow, Trustee, reported that Kathy Wright, Friend's President, has attended a couple Chamber Breakfasts. They have received \$1,553 in donations from their letter campaign. Books for Babies at Corona

Regional is not getting off the ground. They are now talking to Corona Life Services about the program. January earnings from the Book Shop and donations was \$19,406. They received \$550 from the Herb Spiegel Adopt-a-Book. They are now working on the new budget.

1. Friend's Representation - March 12, 2019

Len Enlow, Trustee, has agreed to attend the Friends of the Corona Public Library meeting on March 12, 2019 at 6:00 pm.

9. TRUSTEE COMMUNICATIONS

A. Reports from Trustees

1. Anna Coriddi Meza, Chair

Absent.

2. Connie Newhan, Vice-Chair

Connie Newhan attended the Public Services Committee Meeting and the Ladders and Linguine event. She shared a newspaper article regarding "Hands Around the Hemet Library." Connie asked if the TAC was interested in attending the Parks Commission meetings. Abigail Schellberg said yes they are. The teens are interested in having a broader voice in Library and Recreation services.

3. Jami Merchant, Trustee

Jami Merchant attended the Ladders and Linguine event. She has been checking out children's Spanish audio books to play in the car for her kids.

4. Leonard Enlow, Trustee

Len Enlow reported on the Ladders and Linguine event. We sold 28 tables last year and 42 tables this year and 69 tickets. His preliminary guess is that around \$24,000 was raised with the event. The Women's Improvement Club donated chaffing dishes for serving. Sam from Cinnaholic donated 8 dozen cinnamon rolls. County Supervisor's District 2 donated \$2,000 to the event. Friends of the Yorba Linda Public Library came to see what and how we run the event.

5. Vacant

10. ADJOURNMENT

The meeting adjourned at 6:32 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/ Jason Scott
Connie Newhan / Jim Steiner
Len Enlow / Yolanda Carrillo
Jami Merchant/ Wes Speake
Vacant/ Jacque Casillas

UPCOMING MEETINGS

Public Services Committee Meeting / Wednesday, March 6, 2019 @ 3:00 pm
Friends Meeting / Tuesday, March 12, 2019 @ 6:00 pm
Next Trustee Meeting / Monday, March 25, 2019 @ 5:30 pm