

THE ONTARIO CITY LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
OVITT FAMILY COMMUNITY LIBRARY
215 East C Street
Zoom Meeting
January 12, 2021
(Subject to Board approval)

CALL TO ORDER Vice President Macias called the meeting to order at 6:02 p.m. Vice President Macias read the Governor's Declaration of Emergency eliminating in-person Library Board Meetings.

PLEDGE OF ALLEGIANCE Nancy Bumstead led the Pledge of Allegiance.

ROLL CALL Board members Nancy Bumstead, Daisy Macias, Gina Lanthripe, Anne Lawliss and Crisol Mena are all present.

ALSO PRESENT Shawn Thrasher, Director; Helen McAlary, Executive Community Life & Culture Agency Director.

INTRODUCTIONS

Library Director Shawn Thrasher invited the new Board Members to introduce themselves.

MINUTES

Motion: Moved by Bumstead, seconded by Macias and unanimously carried to approve the amended October 13th, 2020 minutes. Board members Lanthripe, Lawliss, Mena all abstained.

PUBLIC COMMENTS

There were no public comments.

CITY COUNCIL REPRESENTATIVE

City Council Representative Debra Dorst-Porada was present. She thanked and welcomed all the new library board members.

CONSENT CALENDAR

Monthly Statistical Report for October, November and December 2020.

Motion: Moved by Bumstead, seconded by Lanthripe and unanimously carried to approve the Consent Calendar for October, November and December 2020.

DIRECTOR'S REPORT

Library Director Shawn Thrasher reported on the Lewis Branch closure. He reported that the reason for closures of facilities due to COVID are based on elevated disease transmission in the community, employee spread or certain number of employee cases over a specific time period. He also announced that the Lewis Branch library met these measures last week and closed for in person services. He added that we still have one employee on site to manage Check Out Ontario! Another employee on site handles all phone calls and shelving of material. The remainder of the

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staff are telecommuting on the days they aren't working at the library. They have assignments that span from working on virtual programming, attending meetings, utilizing training videos, creating book lists and other graphics. The library has joined in some part with the city government in staggered staffing. Because of the staggered staffing we do have limited services at the Ovitt Library location. Patrons are still allowed to come into the library to use our computers as a means for job searching or applying for benefits. Browsing in person is currently not permissible. We are asking the public to call us to place items hold or to use our online catalogue. We also decided to keep our Workforce Development and Veteran centers open at this time because it ties into economic development in the city. Shawn Thrasher announced that the library added two new Library Services Manager positions. One Library Service Manager will oversee the Ovitt Family Community Library's adult and youth services and computer & technology. This Manager will also oversee patron services. The other Library Service Manager will oversee back of house operations, budget, the Model Colony, Friends of the library, and Lewis Branch services. Until we permanently fill these positions later this year, Kelly Zackmann and Daisy Flores will be acting in these rolls. Due to these acting promotions, Briana Ochoa will be Acting Supervising Librarian for Youth Services and Patty Edwards who will be the Acting Senior Library Assistant supervising local history staff and overseeing the daily operation of the Model Colony room. Shawn announced that we will be honoring our former Board Members with a plaque in a future "in person meeting." Lastly Shawn welcomed the new Library Board Members and thanked them for attending the meeting.

Board Member Macias asked if there were any questions. Board member Bumstead asked if we had any patrons coming into the library. Shawn Thrasher answered "yes, we have only a couple of patrons coming into use the computers."

STAFF REPORT

Veterans Resource Center and Jobs, Success (Jon Andersen)

Adult Services Supervising Librarian, Jon Andersen provided an overview of the Veterans Center at Ovitt Family Community Library. The Veterans Resource Centers goal is to provide benefits and local services to Veterans and family members. Secondly, they want to increase Veteran benefit claims in California. Jon elaborated that a lot of funding goes unused because some Veterans are unaware or unsure on how to request them. Lastly the Veterans Resource Center a great way for veterans and family members to connect with library resources. Housing these centers in our libraries has the added benefit of exposing Veterans to the other resources available to them like computers access, social programs, books and entertainment. Over the summer Cal Vet provided all 1,120 libraries with a two-year subscription to Brainfuses digital Veterans Resource Center called VetNow. VetNow specifically helps Veterans transition back to civilian life and provides life connectivity to experts. This digital service has many offerings such as resume and interview help, skills building through Microsoft training. The Veteran Resource Center has pamphlets, flyers and

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books available to anyone who visits. More information can be provided by the Adult Services staff or the JVS SoCal staff who currently work Tuesdays and Thursdays. When able the Ontario City Library provides programing focused on Veterans on an ongoing basis. This is included awareness and celebratory events like Women's History month when we hosted a Woman in the Armed Forces event. It has also included more practical and educational programs like instructional seminars on how to start a business. As of March 2020, the VRC had ten active volunteers that would assist with programs, go to outreach events with staff and work at the Veterans Resource Desk when JVS was not already stationed there. JVS and Adult Services staff help about 180 veterans at the Library and at outreach events since July of 2019. Jon Anderson introduced John Gutierrez Deputy Director of Veteran Services of JVS. John Gutierrez reports on how the partnership started with the City of Ontario and what JVS does in this partnership. John Gutierrez stated that the number one priority is to help Veterans get back into the work force. JVS does this by providing training for interviews and skills training for jobs. They also provide support of services that are related to employment, so they can buy toolboxes, work boots, work clothes and other miscellaneous items. JVC is looking to add suicide prevention training at the Ontario City Library.

Board Member Macias asked the board for questions. Board Member Bumstead thanked the presenter for the presentation and is proud of what the library is offering. Board Member Lawliss thanked the presenter for the presentation. Board Member Lanthripe asked John Gutierrez if he started the suicide prevention training. Jon Gutierrez answered with, "you can't really do the training online because it requires a lot of role play and group participation." Board Member Mena thanked the presenter for the presentation and for providing all these services. Board Member Macias thanked the presenter for the presentation and wants him to connect with the Mercy House for a protentional partnership.

Lewis Family Library Year in Review (Heather Witherow)

Supervising Librarian Branch Manager, Heather Witherow provided a year in review for the Lewis Family Library. Heather provided an overview of last fiscal year's statistics and some current collection highlights including changes to our services during COVID-19. The statistics reflected last fiscal year from July 2019 through our closure in mid-March 2020. Heather provided a statistical summary for programs held from July 2019 through the closure in mid-March. Heather shared that they had over 2,684 reference questions that deal with printing or faxing or any other computer assistance. The Lewis Family Branch held an early learning program in November called "Frozen Fun For Little Learners." They had activities such as faux ice-skating and build igloos. Lewis Branch also had four to five week sessions of story times for this age group and have been providing virtual story time and Little Learner Big Future virtual programs. Lewis Branch held 93 early learning programs in the 19/20 fiscal year and 6240 participants. On July 2019 Lewis Branch's Justin Rivera performed for families during Lewis Branch's Summer at OCL. Lewis Branch also held a gingerbread house workshop and story time that was held by Rachele Lopes. Lewis

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Branch had 38 children and family programs in the 19/20 fiscal year and 1,264 participants. Lastly the teen program highlights. BLT which is our Board of Library Teen advocacy group who meets twice a month to brainstorm program ideas and learn library skills. Teen Librarian, Danielle Sanchez provided an outdoor scavenger hunt for teens at Celebration Park. The program was called "Survive the Outside." Lewis Branch had 148 teen programs in the 19/20 fiscal year and 1,781 teen participants. Lewis Branch also has "Grab and Go" kits for adults. This program is supported by the Friends of the Library. In February Lewis Branch had a community conversation event where the public can engage and provide ideas on future library projects. In September 2019 Lewis Branch held "Cocoa With a Cop" event where the public interacted with the officers. Lewis Branch had 39 adult programs in the 19/20 fiscal year and 2,161 participants. Lewis Branch had 21 Lightspeed programs with 85 participants. Teen Librarian, Danielle Sanchez did outreach during summer lunch at Westwind Community Center where she provided STEAM focused activities. Danielle brought virtual and augmented reality to a TAC meeting. Danielle is also working with a teacher/librarian Jessica Robinson from Colony Highschool they are both working together to make sure teens get access to materials they want and need. Since March 16, 2020 over 200 teens have signed up for an Ontario City Library Card. Last school year we sent out about 600 applications for library cards. Our mascot "Charlie" also visited a Little Free Library in the Creekside neighborhood to support local history. Lewis Branch had 22 outreach programs in the 19/20 fiscal year and 2,147 participants. The collection highlight for tonight is the Lewis Branch adult graphic novel collection, currently we have 211 titles in this popular collection. The newest collection is Wonder Books which are read along books and we currently have 13 titles in this collection. Heather then shows a training video on how to visit the Lewis Branch Library during COVID. Teen Librarian Danielle Sanchez has an exciting partnership with "Inkind Thrift" for lightspeed materials. "Inkind Thrift" was able to donate 20 boxes with new school supplies and hygiene items. Heather Witherow thanks the board and everyone attending.

Board Member Macias asked the board for questions. Board Member Bumstead thanked Heather for her presentation. Board Member Lawliss thanked the presenter for the presentation. Board Member Lanthripe stated that the training video was well done and thanked Heather for the presentation. Board Member Mena asked Heather if they have a library card sign up program for elementary schools. Heather replied with yes, we have a KinderGo Program that goes to the local public schools and city staff volunteers read them a book and provide the classes with library cards. Board Member Mena also asked if the Lewis Branch offered robotics. Library Director Shawn Thrasher replied with "yes, we have robotics at both locations". Board Member Macias thanked the presenter for the presentation.

Every Child Ready to Read (Heather Witherow)

Supervising Librarian Branch Manager, Heather Witherow provided an overview of Every Child Ready to Read programs for the Lewis Family Library. The City of Ontario, the Ontario Montclair School foundation, Promise Scholar and AmeriCorps came together on this grant funded project.

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The Library and Recreation Department are in partnership with the Ontario Montclair School Foundation Promise Scholar and the Hope Through Housing Foundation. Together will host and maximize the impact of AmeriCorps members in the community. The City of Ontario Library is training AmeriCorps members to serve as Early Learning Advisers to help increase literacy levels and school readiness in the community. The Recreation Department and the Hope Through Housing Foundation is training AmeriCor members to serve as mentors for economic disadvantaged youth in the community. The Ontario Montclair School Foundation Promise Scholars is training AmeriCorps members to serve as college advisers with the focus on increasing college attainment through increased access to resources and information. The library has hired 5 Early Learning Advisers. They will learn and develop professional skills such as public speaking, research, marketing, mindset, team building, time management, communication and much more. "Every Child Ready to Read" is a joint project formed by the Public Library Association and the Association for library services to children. It's a hands on research based curriculum designed to help public libraries further their rolls in helping children prepare to become readers and lifelong learners. The curriculum will first be taught to the early learning advisers then to the parents or caregiver. We are required to have three sessions during the 2020 fiscal year. Each session will include 8 workshops with a duration of 2 hours each. There will be literacy events such as a party at the end of each session. Currently, due to COVID all these sessions will be done virtual. Heather also announces the grant has been continued for this project for the 21/22 fiscal year which will allows us to continue this project for 3 more years.

Board Member Macias asked the board for questions. Board Member Bumstead thanked Heather for her presentation. Board Member Lawless had no questions. Board Member Lanthripe had no questions. Board Member Mena asked Heather if they will be teaching coding or phonics? Heather replied "This program is to teach the parents so they can become their child's first teacher at home. Board Member Macias thanked the presenter for the presentation.

OLD BUSINESS

No old business to discuss.

NEW BUSINESS

No new business to discuss.

BOARD COMMENTS

Board Member Macias asked the board for comments. Each Board Member thanked the presenters for their presentations.

FUTURE AGENDA ITEMS


Election of officers.

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ADJOURNMENT

Vice President Macias adjourned the meeting at 7:43 pm.

Respectively Submitted



Michael Sanchez, Office Specialist

APPROVED:



Daisy Macias, VICE PRESIDENT