

THE ONTARIO CITY LIBRARY BOARD OF TRUSTEES REGULAR MEETING  
MINUTES  
OVITT FAMILY COMMUNITY LIBRARY  
215 East C Street  
Library Meeting Room  
July 10, 2018  
(Subject to Board approval)

CALL TO ORDER

President Ann Palicki called the meeting to order at 6:00p.m.

President Palicki wanted to voice her concerns from the last meeting she attended in May about not following the agenda. She noticed some outside discussions that went beyond library matters and had to gavel out the discussion to continue with the agenda. President Palicki stated for the sake of the staff who attend, we should follow Robert's Rule of Order and not drift off topic. The Council Representative apologized for speaking off topic and agreed to stick to the agenda.

ROLL CALL

Board members Irene Chisholm, Nancy Bumstead, and Rachel Carmona present.

ABSENT

Motion: moved by Board members to excuse George Newberry.

ALSO PRESENT

Shawn Thrasher, Director; Helen McAlary, Community Life & Culture Executive Director

INTRODUCTIONS

None

MINUTES

Motion: Moved by Bumstead, seconded by Chisholm and unanimously carried to approve the May 08, 2018 minutes.

PUBLIC COMMENTS

There were no public comments.

CITY COUNCIL REPRESENTATIVE

City Council Representative Debra Dorst-Porada mentioned the approval of the budget. She believes the big thing on the horizon will be the CalPERS funding and how it could affect everyone. She is looking to the State legislature for help solving the problem.

CONSENT CALENDAR

Monthly Statistical Report for May 2018  
Library Services Report for May 2018

Motion: Moved by Carmona, seconded by Bumstead and unanimously carried to approve the Consent Calendar for July 10, 2018.

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BOARD COMMENTS

Library Board member Chisholm brought up the subject of mental health. She provided an on-line network and some pamphlets that will provide resources on all aspects of mental health, housing and other professional assistance to the community. Irene asked how the City can partner with some of these programs. Executive Director of Community Life & Culture Helen McAlary stated that the Library and Recreation are currently providing various programs and events to provide the community with access to health resources. Staff have also been trained in various aspects of mental health. Helen informed Irene that a presentation would be on a future agenda regarding the resources on mental health the Library and Recreation currently provide. Irene like the suggestion but stressed the importance of publicizing the information. City Council Representative Debra Dorst-Porada wants to be sure that the resources are valid before providing the community with any information.

Secretary Bumstead intervened and asked if this topic could be tabled for later.

Library Board member Carmona commented on the Fourth of July festivities.

Library Board member Palicki also commented on the Fourth of July parade and mentioned the upcoming Ontario Night Out.

Library Board member Bumstead wanted to thank the staff for the Fourth of July participation. She also asked to keep George in our thoughts. She commented that she would be leaving early for an appointment.

STAFF REPORT

Kindergo/Kinderfair

Librarians Jana Waitman and Daisy Flores of Youth Services provided a presentation on Kindergo and Kinderfair. Jana talked about the purpose of Kindergo. She gave a brief summary of how it started back in 2015 with a grant the Library received from the State Library. The purpose was to put a library card in the hand of every kindergartener in the city. She talked about the three parts of the program Kindergo, Kinderread and Kinderfair. She talked about how City Staff are recruited to attend classes, to learn what can be expected and to train them on how to read the book. She provided some photos of last year's City Staff with some of the Kindergarten classes. They not only read the book, but give the book to the teacher, and the kids are given a bag with a wallet that contains their first Library Card. Jana provided some information on the amount of staff members trained, the number of class visits and the number of library cards give out over the last three years. Jana talked about how the books are selected with a list of the previously selected books and this year's selection "Bark, George" by Jules Feiffer. Daisy provided details of the Kinderfair which is the culminating event of the whole Kinder project. Its purpose is to invite families to visit the library and activate their library cards. It is also for parents to see the kind of activities their children will encounter in kindergarten. Kinderfair will be held on Saturday, September 29<sup>th</sup> from 1pm – 3:30pm at Town Square. Daisy provided detailed information on the performers, the activities and the vendor stations for the event. The Kinderfair will take place at both library locations and this year recreation and the museum will be participating in the event. Daisy also brought some examples of the activities that are directed toward STEAM. Jana ended the presentation by asking the Board members if they would like to sign up for training for Kindergo.

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Book Purchase Suggestion

Supervising Librarian Donella Dorn of Adult Services provided a presentation on the Library's Suggestion Form that is located on the City's website. She talked about how the Library's collection should be customer driven when purchasing materials. Each purchasing unit is given a budget to buy books and they want to spend the funds wisely by purchasing materials that the customers want to read. Donella talked about the three methods used to purchase the materials. She explained how Collection HQ and Polaris are used to evaluate what materials are being checked out. She provided a demonstration on how to access the suggestion form and request a book. She stated that each request is evaluated by staff and why some materials cannot be purchased.

Art Festival

Supervising Librarian Donella Dorn of Adult Services talked about the Ontario Festival of the Arts specifically the Library's participation in the event scheduled for Saturday, September 15<sup>th</sup>. She shared what the Library would be bringing to the event. The Lightspeed (Makerspace) would have some of their equipment setup, Model Colony will bring photos of the history of Ontario and Youth Services will have an area dedicated to art education.

Lightspeed Update

Director Shawn Thrasher updated the Board members on Lightspeed. He talked about how the funds came from a grant and a donation from the Friends of the Library. He briefly described the equipment that was purchased with the funds. He brought some of the items created with the 3D printer equipment. He talked about how policies, procedures and safety information will be provided to those who will be using the equipment. Users will need to be trained and there will be a special Lightspeed card. Shawn talked about working with Risk to learn about waivers and safety guidelines. He described some of the construction currently going on inside the room. He talked about the committee which is made up of individuals from other makerspace facilities, IT, staff and teachers. There will be programs, events and classes aimed at using the Lightspeed area. Shawn ended by stating Colony will eventually have their own mini makerspace.

OLD BUSINESS

No old business to discuss.

NEW BUSINESS

Director Shawn Thrasher notified the Board members about having the August 14<sup>th</sup> Board Meeting at the Colony Branch location.

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FUTURE AGENDA ITEMS

Library Board member Chisholm requested talking about Mental Health

ADJOURNMENT

President Palicki adjourned the meeting at 7:05pm.

Respectively Submitted



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Nancy Morales, Administrative Assistant

APPROVED:



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ANN PALICKI, PRESIDENT