

THE ONTARIO CITY LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
OVITT FAMILY COMMUNITY LIBRARY
215 East C Street
June 11, 2024
(Subject to Board approval)

CALL TO ORDER This meeting was called to order by Board President Elisabeth Armijo at 6:00 p.m.

PLEDGE OF ALLEGIANCE Led by Board Secretary Felicia Chien

MEMBERS PRESENT Board Vice President Crisol Mena, Board member Aaron Bratton, Board member Devlin Smith

MEMBERS ABSENT None

ALSO, PRESENT Library Director, Shawn Thrasher and Library Services Manager, Daisy Flores

INTRODUCTIONS Arielle Au introduced herself as the new Supervising Library Clerk at Lewis Family Branch. Sofia Araya introduced herself as the new Supervising Librarian at Ontario City Library in Volunteer and Branch Services.

PUBLIC COMMENTS None

CITY COUNCIL REPRESENTATIVE: Mayor Pro Tem Debra Porada

CONSENT CALENDAR

Motion: Moved by Board Vice President Mena and seconded by Board member Smith and unanimously carried to approve the minutes for the Library Board meeting on May 14, 2024. Moved by Board Secretary Chien and seconded by Board member Smith and unanimously carried to approve the Consent Calendar for May 2024.

DIRECTOR'S REPORT

Library Director Thrasher spoke about the following items:

- Summer at the Library started June 3; the first week had 1,511 registrants.
- The Books and Bites event on June 3 had over 600 people attend, and over 300 meals were served to 1-18-year-olds.
- Diaper Disco on June 5 had over 68 babies attend, and it was a great success.
- 1,009 meals have been served to 1-18-year-olds in the first week at Lunch at the Library
- Game Night After Hours on June 21 from 6:30 to 8:30 pm.
- The 4th of July parade will have a call time of 7 am to meet at the library.
- MakerCon on June 8 had several hundred attendees and 19 vendors and was well received.

Board Secretary Chien asked what time the 4th of July parade was. Director Thrasher responded that they would meet in the library parking lot at 7 am, but if anyone is not able to make that time, they can find the group along Euclid Avenue during the parade.

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STAFF REPORT

Art of Healing Exhibit

Museum, Arts & Culture Director, Marissa Kuchek presented:

Background:

The Ontario Museum of History & Art (OMHA) and the Chaffey Community Museum of Art (CCMA) are pleased to present their biennial joint exhibition, The Art of Healing. The exhibition explores the contribution of the region as a healing destination. Through commissions from contemporary artists and select artworks from the San Antonio Hospital Collection, the exhibition pays homage to local community institutions as well as influential medical figures, including the first Ontario woman doctor, Dr. Idris H.B. Gregory. OMHA will showcase The Art of Healing: Holistic Expressions, and CCMA will present The Art of Healing: Highlights from the San Antonio Hospital Collection.

The Art of Healing: Holistic Expressions is part of the bi-annual joint exhibition between the Ontario Museum of History & Art and the Chaffey Community Museum of Art. The Art of Healing: Holistic Expressions explores the connection between the healing process and artistic practices. Through painting, drawing, sculpting, writing, or other forms of expression, the featured artists in the exhibition, Amabelle Aguiluz, Flora Kao, Denise Silva, Melissa Ellyn Watkins, and Caylin Yorba-Ruiz, use these techniques to as a powerful avenue for healing and self-discovery.

(A copy of this presentation is available upon request from the Library Director)

Board member Smith expressed her excitement about visiting the new exhibit.

STAFF REPORT

The Veterans Resource Center

Librarian, John Carlo Encarnacion presented:

Background:

In 2012 the California Department of Veterans Affairs and the California State Library created the Veterans Connect @ the Library initiative, which provided grant funding to public libraries to set up Veteran Resource Centers across the state of California. The Ontario City Library applied for and received this grant in 2015, and formally opened the Veterans Resource Center in January 2016. Since 2016, veterans and their family members have used the Center to connect with services and resources at the local, state, and federal levels.

The funding for the Veterans Connect @ the Library initiative ended in 2022. Although funding for the initiative ended, the Ontario City Library's Veterans Resource Center is operating with a partnership. Currently, the activities of the Veterans Resource Center are managed by the Ontario City Library and partners with Jobs. Vision. Success., or JVS SoCal. The Veterans Resource Center (VRC) and JVS work together to assist the veterans of Ontario, San Bernardino County, and Southern California with their various needs.

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Mayor Pro Tem Porada inquired if we had visited FrontSight yet. Librarian Encarnacion replied that he has reached out, but he has not received any responses yet. Mayor Pro Tem Porada mentioned that they are open Monday through Friday from 9 a.m. to 4 p.m. and offer a large dinner on Tuesday nights. She added that FrontSight offers many services that our Veterans Resource Center does not, so it would be good to connect with them.

Board Vice President Mena expressed that the presentation and comments by Mayor Pro Tem Porada demonstrate how much the city is helping our veterans.

Board President Armijo commended the work at the Veterans Resource Center and mentioned that some veterans were unaware of its proximity. She also asked how they could get the word out about the library's resources. She added that local VFWs are unaware of our Veterans Resource Center and asked how we can better get the word out about the center. Librarian Encarnacion responded that the library has flyers to hand out and will be made available.

Board member Bratton asked about the VFW and whether we have reached out to other local organizations with a high veteran population. Librarian Encarnacion responded that he connected with the American Legion and VFW to help spread the word and widen the impact. Board member Bratton added that the Ontario Elks Lodge has a high veteran population.

PUBLIC COMMENT

None

OLD BUSINESS

None

NEW BUSINESS

Director Thrasher presented a new Community Display Policy:

A community display is defined as “materials such as handouts, flyers, and posters offered to the library for posting.”

The community display policy is needed because the library wants to ensure that community displays align with the library’s mission, vision, and values. As a civic organization with an emphasis on accessibility and equity, the library focuses on providing information on civil, cultural, educational, and recreational opportunities that are free of charge. The community display policy sets out standards to prevent cluttering the small community display areas at both libraries, keeping them organized and aesthetically pleasing. The community display policy also ensures that the library does not appear to endorse any specific political candidates, religions, or businesses, but remains neutral in our displays.

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Community display items must be from groups that align with the library's mission, vision, and values and must be government agencies, educational institutions, or 501(c)(3) nonprofit organizations.

The library has existing partnerships with several organizations, and priority is given to those organizations. Both locations have specific areas set up for community display. All other areas of the library are reserved for library displays and information, other city department displays and information, and information and displays from our partner organizations.

All display materials must receive approval before display, signified by authorized staff initialing and dating a file copy of the material.

Because of space considerations, the library reserves the right to accept one item for display and refuse display items that are bulky or take up disproportionate space.

Library staff will determine the length of time an item remains on display. In the event an "unapproved" item is discovered on display, at the discretion of the library, the item may be discarded without notice.

The Library Director or designee is responsible for the application of the Community Display Policy and the acceptance or rejection of materials for display.

(A copy of this presentation is available upon request from the Library Director)

Board Vice President Mena asked what the process is from application to approval or denial. Director Thrasher informed the board that the process begins when someone brings flyers to the library and then goes through a checklist from the front desk staff to determine if the flyers and organization match the guidelines. Once the checklist is completed, it is sent to the library director for approval or denial, and if approved, it will be displayed in the display case in front of the library.

Board member Bratton inquired if the display is behind glass or secured at all. Director Thrasher responded that the display case is a locked glass display case. Board member Bratton asked about unapproved items being displayed. Director Thrasher informed the board that sometimes patrons will make their own display and we will take those items down as soon as they are discovered.

Motion: Moved by Board Vice President Mena and seconded by Board member Bratton and unanimously carried to approve the new Community Display Policy.

BOARD MEMBER COMMENTS

Board member Smith informed the Board of the upcoming Friends of Ontario City Library events. Friends will have a bag sale on August 24, and members will be able to get in early. They recently received a donation of 60 boxes from one family and are so appreciative. The Friends booth at MakerCon was successful, and over 100 people took part in the activity. Friends is now on Pinterest for ideas on crafts using books. Board member Smith also expressed her excitement for how great Summer at the library is.

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Board Secretary Chien welcomed the new staff members, thanked the presenters, and is looking forward to the summer events.

Board Vice President Mena welcomed the new staff members, thanked the presenters, and wished everyone a happy Father's Day and 4th of July.

Board member Bratton apologized for missing the new employee introductions, thanked the presenters, and is looking forward to the excitement of summer and the 4th of July parade.

Board President Armijo expressed how much she enjoyed MakerCon and congratulated Director Thrasher on the great success of the 2024 Serving With a Purpose conference.

FUTURE AGENDA ITEMS

Lunch at the Library

MakerCon

Electronic Use Policy

Special Events Code of Conduct

Teen Volunteers

Library Card Sign Up Month

Budget 24-25

ADJOURNMENT

Board President Armijo adjourned the meeting at 6:47 p.m.

SUBMITTED:



Charlotte Marteney, Administrative Assistant

APPROVED:



Elisabeth Armijo, Board President