



Imperial City Library Board of Trustees  
Richard Montenegro Brown – President  
Rachel Alexis Blackwood – Vice President  
Magdalena Altamirano – Trustee  
Valentina Estes – Trustee  
Mia Hernandez - Trustee

**AGENDA**  
**CITY OF IMPERIAL**  
**LIBRARY BOARD OF TRUSTEES**  
**CITY COUNCIL CHAMBERS**  
**220 WEST 9<sup>TH</sup> STREET, IMPERIAL, CA 92251-1637**  
**FEBRUARY 14, 2023**  
**OPEN SESSION 6:00 PM**

*The Imperial City Library Board of Trustee meetings, including public comments, are being Livestreamed on the City's social media pages. By remaining in the room, you are giving your permission to be recorded.*

1. You are encouraged to observe the Library Board of Trustee meetings via Livestream at the City of Imperial Facebook page.
2. If you are unable to participate in-person and wish to address the City Council on matters within their jurisdiction, please email public comments to [cityclerk@cityofimperial.org](mailto:cityclerk@cityofimperial.org).
3. All documents containing an executive summary and staff recommendation associated with open session action items are made available for public inspection on the City's website, [www.cityofimperial.org](http://www.cityofimperial.org) seventy-two (72) hours prior to the posted meeting time. Government Code section 54957.5(b)(2)(B)

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact (760) 355-4373. A notification of 48 hours prior to the meeting will enable the city to make reasonable arrangements to ensure accessibility to this meeting [28CFR 35.102-35.104 ADA title II].*

**A. LIBRARY BOARD OF TRUSTEES CONVENES TO OPEN SESSION AT 6:00 PM.**

ROLL CALL  
PLEDGE OF ALLEGIANCE  
ADJUSTMENTS TO THIS AGENDA

**B. PUBLIC APPEARANCES:**

**B-1. Matters not appearing on the agenda.** If you wish to address the BOARD concerning any item within the BOARD'S jurisdiction, please raise your hand and be acknowledged by the PRESIDENT, and at that time state your name and address for the record. The PRESIDENT reserves the right to place a time limit on each person's presentation of three (3) minutes. It is requested that longer presentations be submitted to the Council in writing.

**C. ACTION ITEMS: (DISCUSSION/ACTION – RECOMMEND/DENY)**

**C-1. SUBJECT: COMMUNITY ROOM USE AND RESERVATION POLICY**

1. REVIEW & DISCUSS COMMUNITY ROOM USE AND RESERVATION POLICY AND PROVIDE DIRECTION TO STAFF.
2. RECOMMENDATION OF POLICY AMENDMENTS TO THE CITY COUNCIL

**C-2. SUBJECT: IMPERIAL PUBLIC LIBRARY CIRCULATION DESK DESIGN**

1. REVIEW AND COMMENT OF DESIGN FOR CUSTOMER SERVICE COUNTER/CIRCULATION DESK AT THE IMPERIAL PUBLIC LIBRARY.
2. RECOMMENDATION TO PROCEED WITH DESIGN, CONSTRUCTION & INSTALLATION TO THE CITY COUNCIL

**C-3. SUBJECT: IMPERIAL PUBLIC LIBRARY PROGRAMS & SERVICES UPDATE**

**D. REPORTS:**

**E-1. SUBJECT: STAFF REPORT**

**E-2. SUBJECT: TRUSTEES REPORT**

**F. ADJOURNMENT**

**F-1. ADJOURN IMPERIAL CITY LIBRARY BOARD OF TRUSTEES MEETING UNTIL THE NEXT REGULARLY SCHEDULED MEETING TUESDAY MARCH 14, 2023 AT 6:30 P.M.**

*NOTE: Any documents produced by the city and distributed to a majority of the City Council/Agency Board regarding any item on this agenda will be made available at the front counter at City Hall, located at 420 S. Imperial Avenue, during normal business hours.*