



**Imperial City Library Board of Trustees**

*Mia Hernandez – President  
Valentina Estes – Vice President  
Magdalena Altamirano – Trustee  
Alejandra Banda – Trustee  
Ivonne Sotomayor - Trustee*

# MINUTES

## Regular Meeting of the Imperial City Library Board of Trustees

City Council Chambers  
220 West 9<sup>th</sup> Street  
Imperial, CA 92251-1637

**September 9, 2025**

### **6:00 PM REGULAR MEETING**

- CALL TO ORDER:** Meeting called to order by President Hernandez at 6:03 p.m.
- ROLL CALL:** Altamirano, Estes, Hernandez, Sotomayor, Banda
- CITY STAFF PRESENT:** City Manager Morita, City Attorney Turner, Library Administrator Haller, Literacy Coordinator Samaniego
- PLEDGE OF ALLEGIANCE:** Pledge of allegiance led by Literacy Coordinator Samaniego
- ADJUSTMENTS TO AGENDA:** None
- PUBLIC COMMENT:** None

#### **A.PRESENTATIONS:**

- A-1.** Imperial Public Literacy Coordinator, Julia Samaniego, provided a presentation in recognition of September as National Literacy Month. Samaniego provided information and statistics on the importance of literacy and how it is used in our daily lives. She further explains the goals of the literacy program to help patrons gain confidence to be able to read and write in English. The literacy program is supported through funding by the California Library Literacy Services, and with the support

from the City of Imperial, Library Administrator, Ember Haller, Library Board of Trustees and volunteers. The 3 programs offered are ALS (adult literacy services), ESL (English as a second language), and FLS (family literacy). In the 24-25 fiscal year, the program held 5 literacy events with a total of 115 participants. There was a total of 40 learners with 4-12 classes a week and each class had a maximum of 8 students. This year there are a total of 15 learners with 7 classes being held a week and 24 people who are on a waitlist. Samaniego and Ember Haller, Library Administrator, attended the new coordinator and director orientation at the state library in Sacramento. Samaniego gained knowledge about the program and was able to connect with other coordinators from across the state.

**WORK SESSION OF THE LIBRARY BOARD OF TRUSTEES (DISCUSSION ONLY):**

**B-1.** Dolly Parton Imagination Library of Imperial Valley

**Presenter:** Ivonne Sotomayor, Trustee

**Discussion:** Sotomayor presented information about Dolly Parton's Imagination Library of Imperial Valley which is to promote a gateway for early literacy for newborns up to the age of 5 years old. This program sends each child a book every month from newborn to 5 years old for free. This helps promote and increase the chances of children staying on the pipeline to want to continue and further their education.

**B-2.** Review and Discussion of Current By-Laws

**Presenter:** Ember Haller, Library Administrator

**Discussion:** Haller presented a report and opened the discussion to the Board of Trustees regarding the bylaws and per California State Library it is recommended that they are comprehensive, up to date and reviewed annually. The bylaws were last renewed and revised in 2021. It is important to continually address this to guide the library and trustees with the library's mission. Attorney Turner discusses how to update the bylaws by incorporating the changes that are visibly clear from what was previously written before. The discussion would then be later with the City's and Ember Haller's recommendation to further proceed.

**B-3.** Read, Dream, and Be Merry Event at the Library

**Presenter:** Ivonne Sotomayor, Trustee

**Discussion:** Sotomayor discussed an event she is proposing to initiate at the Library in December for the Christmas season. This would be a literacy-centered event involving the community where we can all come together to kickstart the Christmas spirit. The librarian or program staff would choose a book that everyone can enjoy

and work with literacy coordinators for this event. Sotomayor discusses reaching out to organizations for participation and, targeting organizations like CASA and Betty McNeece home to ensure needs are met for children and adults alike. The City of Imperial's signature Christmas events would follow, and this would help promote literacy while also getting the community excited for the holidays. Sotomayor and Hernandez will serve on the ad-hoc committee for this special event.

### **C. ACTION ITEMS:**

**C-1.** Trustee Attendance at the California Library Association (CLA) Conference

**Moved by Estes, seconded by Altamirano** to approve Hernandez and Sotomayor to attend the CLA Conference from October 23<sup>rd</sup> - October 25<sup>th</sup>, 2025.

**AYES:** Altamirano, Banda, Estes, Hernandez and Sotomayor

**NOES:**

**ABSTAIN:**

**ABSENT:**

**MOTION CARRIES:** 5-0

**C-2.** Regular Library Board Meeting Schedule

**Moved by Sotomayor, seconded by Hernandez** to cancel the regular meeting on November 11<sup>th</sup>, 2025, in observance of Veteran's Day Holiday and if needed, a special meeting can be scheduled in November after the date.

**AYES:** Altamirano, Banda, Estes, Hernandez and Sotomayor

**NOES:**

**ABSTAIN:**

**ABSENT:**

**MOTION CARRIES:** 5-0

### **D. REPORTS:**

**D-1.** Haller provided her report to the board.

**D-2.** Assistant to City Manager was absent therefore no report was given. City Manager Morita reported nothing to add.

### **ADJOURNMENT**

Seeing no further business before the board, President Hernandez adjourned the meeting at 7:00 p.m.