



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 9th Street
Imperial, CA 92251-1637

October 14, 2025

6:00 PM REGULAR MEETING

- CALL TO ORDER:** Meeting called to order by President Hernandez at 6:06 p.m.
- ROLL CALL:** Altamirano, Estes, Hernandez, Sotomayor (Banda-absent)
- CITY STAFF PRESENT:** City Manager Morita, Assistant to the City Manager Thomas Garcia, City Attorney Turner, Library Administrator Haller
- PLEDGE OF ALLEGIANCE:** Pledge of allegiance led by City Attorney Turner
- ADJUSTMENTS TO AGENDA:**
- Item B-4 from the Consent agenda was removed due to an upcoming meeting with the State Library to discuss the policy.
- PUBLIC COMMENT:** None
- CONSENT AGENDA:**

- A-1. Approval of Minutes for the Regular Library Board Meeting of August 12, 2025
- A-2. Approval of Minutes for the Regular Library Board Meeting of September 9, 2025

Moved by Estes, seconded by Altamirano, to approve the consent agenda with the minor correction of Trustee Sotomayor’s first name from Y to I in the September 9, 2025, minutes.

AYES: Altamirano, Estes, Hernández, Sotomayor

NOES: None

ABSTAIN: None

ABSENT: Banda

MOTION CARRIES: 4-0

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

B-1. Review and Discussion of Current By-Laws

Presenter: Ember Haller, Library Manager

Discussion: Haller presented the continued discussion of reviewing the current by-laws. City Attorney Turner discussed the marked changes she added to the document at the Board’s request. In the previous meeting, the Board discussed residency & attendance. Turner added that trustees are required to have residency in Imperial and be registered to vote in Imperial. A trustee who is absent from three meetings within a 12-month period without providing a justified reason to the President of the Board or the Library Manager will result in removal from the Library Board. The by-laws will have clarification as to what is considered an approved absence. Also, to be added is the term selection to align with the positions, so that it is consistent. By-laws will be reintroduced to the agenda every 2 years for discussion or any board member can address it at any time if deemed necessary.

Moved by Sotomayor, seconded by Hernandez, to recommend the by-laws with the changes to be approved by the City Council

AYES: Altamirano, Estes, Hernández, Sotomayor

NOES: None

ABSTAIN: None

ABSENT: Banda

MOTION CARRIES: 4-0

B-2. Gilmore Girls Day Event at the Library

Presenter: Valentina Estes, Vice President

Discussion: Estes discussed the event she has proposed for the Imperial Public Library in November, Gilmore Girls Day. The second annual event will take place on November 6th, 2025, from 4-7 p.m. Estes has received a lot of support from the community and great sponsors who have agreed to help fund the event. Imperial Public Library’s staff will be helping on the day of. Estes discussed the success of

the first event, which drew over 125 people, and hopes for an even better turnout this year, especially since the show is celebrating its 25-year anniversary.

Ad Hoc Committee was identified as follows:

President Hernandez, Vice President Estes

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

Presenter: Ad Hoc Committee, President Hernandez, and Trustee Sotomayor

Discussion: Trustee Sotomayor stated there were no updates at this time. Updates will soon be discussed at the next meeting.

B-5. Library Advocacy

Presenter: Mia Hernandez, President

Discussion: President Hernandez discussed the importance of an advocacy plan for the library. With the CLA Conference attendance coming up in two weeks, there is a session focusing on advocacy for libraries. Hernandez is excited to gain knowledge to bring back to the team to continue to discuss ways to provide for the community. The library is more than just a building with books, and implementing an advocacy plan for the library will help show that.

C. REPORTS:

C-1. Library Administrator Haller read her report to the Board.

C-2. Assistant to the City Manager Garcia reported nothing further to add.

C-3. City Manager Morita read his report to the Board.

C-4. Trustees reported on their activities since the last library board meeting.

ADJOURNMENT

Seeing no further business before the board, President Hernandez adjourned the meeting at 6:54 p.m.