



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

## **Minutes**

**IMPERIAL CITY LIBRARY BOARD OF TRUSTEES**  
**200 WEST 9<sup>TH</sup> STREET**  
**IMPERIAL, CA 92251-1637**  
**August 9, 2022**  
**OPEN SESSION 6:00 PM**

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

**PRESIDENT BROWN CALLED THE MEETING TO ORDER AT 6:00 PM**

#### **ROLL CALL:**

**Trustees Present:** Trustee Hernandez, Trustee Blackwood, President Brown and Trustee Estes on site at 6:11 pm.

**Trustees Absent:** Trustee Altamirano

**Staff Present:** City Manager Morita, Assistant City Manager Brown, City Attorney Turner, Community Services Director Haller, Public Records Analyst Mehdipour, Information Technology Support Technician Anguiano, and Information Technology Support Technician Quero

#### **PLEDGE OF ALLEGIANCE:**

Led by Richard Brown.

#### **ADJUSTMENTS TO THIS AGENDA:**

None.

### **B. PUBLIC APPEARANCES:**

#### **B-1. Matters not appearing on the agenda**

None

#### **B-2. Matters appearing on the agenda**

None.

### **C. SPECIAL PRESENTATION:**

#### **C-1. Teen Makers Summer Program.**

**Discussion:**

Victoria, introduced the teens that took part in the program. Each teen presented their projects and experience with the program.

**D. CONSENT AGENDA:**

**D-1.** Approval of Special Meeting Minutes for June 28, 2022

**D-2.** Approval of Regular Meeting Minutes for July 12, 2022.

**Action:**

R. Brown made a motion to approve consent items D-1 and D-2. Blackwood second the motion.

AYES -4-0

NAYS-0

ABSENT-1

**MOTION PASSED 4-0**

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

**E-1. SUBJECT: DISCUSSION/ACTION: SELECTION OF IMPERIAL CITY LIBRARY BOARD VICE PRESIDENT**

**Discussion:**

R. Brown nominated Blackwood as Vice President.

**Action:**

**R. Brown, made a motion** to nominate Blackwood as Vice President. Estes and **Hernandez,** second the motion.

AYES -4-0

NAYS-0

ABSENT-1

**MOTION PASSED 4-0**

**E-2. SUBJECT: DISCUSSION/ACTION: FULL-TIME LIMITED-TERM LITERACY COORDINATOR**

**Discussion:**

Haller, presented the recommendation of taking to City Council the request to convert two limited-term part-time literacy coordinators positions to one full-time limited term literacy coordinator position. R. Brown, what happens after a year with the grants? Haller, it is a limited term position. Once the grant money is used or time expires, the position would end. R. Brown, we don't want to lose talented people. Will we be able to absorb the position down the road? Haller, that would be something we would want to work into the budget at the end of the fiscal year and take to council. Estes, the current person has been working for both grants, is she working 20-30 hours? Haller, yes, she is working as a limited term employee for 40 hours per week. Part-time employees are allowed 1,000 hours. As a full time position it would be offered

benefits. Turner, as we discuss all of these items, they are related to the position, not the individual.

**Action:**

**Hernandez made a motion** to convert two limited-term part-time literacy coordinators positions to one full-time limited term literacy coordinator position. **Estes second** the motion.

AYES -4-0

NAYS-0

ABSENT-1

**MOTION PASSED 4-0**

**E-3. SUBJECT: DISCUSSION/ACTION: BEHAVIOR AND LIBRARY USE POLICY**

**Discussion:**

Haller, presented the staff report with a review and discussion of behavior and library use policy.

**Action:**

**Hernandez, made a motion** to move forward with a recommendation of taking to the City Council the behavior and library use policy for adoption. **Blackwood second the motion.**

AYES -4-0

NAYS-0

ABSENT-1

**MOTION PASSED 4-0**

**E-4. SUBJECT: DISCUSSION/ACTION: BOARD ORGANIZATION**

**Discussion:**

The item was continued from the 7/12/2022 meeting of Trustees from the Discussion of Board Organization. Haller presented the recommendation of board organization. Brown stated he would like to see the power point presentation that was shown at the last meeting.

**Action:**

**R. Brown made a motion** to continue the *Board Organization* until the next meeting, held on September 13, 2022, at 6pm. **Blackwood second** the motion.

AYES -4-0

NAYS-0

ABSENT-1

**MOTION PASSED 4-0**

**F. REPORTS:**

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

**Haller:** Presented a slide show on the summer programs that were offered at the library.

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

**Hernandez:** commented on the Slime Mania class with the Teen Makers Project, and complemented the instructor and the presentation.

**Estes:** I attended the ice-cream social. She said everyone was happy and it was a great event. The adjustments to making the calendar and making it shareable online has helped with spreading the word of events and people wanting to participate at the library.

**Blackwood:** commented on the social media post and it was great to see all of the events and photos online.

**R. BROWN, ADJOURN IMPERIAL CITY LIBRARY BOARD OF TRUSTEES MEETING AT 6:46 PM UNTIL THE NEXT REGULARLY SCHEDULED MEETING TUESDAY, SEPTEMBER 13, 2022, AT 6:00 P.M.**