



# LIBRARY BOARD OF TRUSTEES

## REGULAR MEETING AGENDA

Fernando "Nene" Torres Council Chambers  
608 Heber Avenue  
Calexico, CA

**MONDAY, March 1, 2021**  
**Zoom Meeting 6:00 p.m.**

### BOARD OF TRUSTEES

Rosario Duron, Trustee  
Guadalupe Espino, Trustee  
C. Megan Moreno, Trustee  
Kimberly Maya, Trustee  
Maria Alarcon, Trustee

Lizeth Legaspi, Library Manager

### COUNCIL MEMBERS

Rosie Arreola-Fernandez, Mayor/Chairperson  
Javier Moreno, Mayor Pro Tem/Vice Chairperson  
Raul Ureña, Council Member  
Gloria Romo, Council Member  
Camilo Garcia, Council Member

Miguel Figueroa, City Manager

### **CORONAVIRUS DISEASE (COVID-19) SPECIAL NOTICE FOR LIBRARY BOARD MEETINGS**

*Due to the Declaration of Emergency, this meeting is being held pursuant to authorization from the Governor's Executive Orders. All of the board members may participate in this meeting by teleconference as authorized by Executive Order N-29-20 issued by the Governor of California on March 17, 2020.*

*Until further notice, there will be no public access to Library Board meetings, however, public participation is available in the following ways:*

*a) Members of the public are encouraged to join the meeting via Zoom from a PC, Mac, iPad, iPhone or Android device:  
Please click the link below to join the webinar:*

*<https://zoom.us/j/92009124298?pwd=Z0dJcXhuQ1lpanBISTNRdGNGUU0vZz09>*

*Webinar ID: 920 0912 4298 Passcode: 286871*

*b) Members of the public will be able to make public comments in the following ways:*

*1) Submit public comments via email by 4:00 p.m. on Monday, March 1, 2021 to [library@calexico.ca.gov](mailto:library@calexico.ca.gov) or via fax to (760) 357-0404. These comments will be read aloud during the meeting.*

*2) Make public comment live via Zoom by submitting the request via Zoom Chat. Persons should submit name and section of the agenda they wish to speak on such as "Public Comments" or state the "Agenda Item No."*

### **\*\*AGENDA\*\***

#### **CALL TO ORDER**

#### **ROLL CALL**

#### **PLEDGE OF ALLEGIANCE**

#### **APPROVAL OF THE AGENDA**

#### **PUBLIC COMMENTS**

NOTES: (Not to Exceed 3 Minutes) This is the time for the public to address the Library Board of Trustees on any item not appearing on the agenda that is within the subject matter jurisdiction of the Board. The Chair will recognize you and when you come to the microphone, please state your name and place of residence for the record. While members of the public are encouraged to participate, it is unlawful to disturb or delay the Board meeting with personal or slanderous remarks. If the item you wish to comment on is a closed session or consent item, please comment now. The Board is prohibited by State law from taking action or discussing items not included on the printed agenda. If the item you wish to comment on is on the public portion of the agenda, we will take your comment when we get to the item on the agenda. Please direct your questions and comments to the Board.

#### **1. Library Manager's Report**

#### **CONSENT ITEMS**

#### **BUSINESS ITEMS**

2. Adoption of Bylaws (action)
3. Appointment of Chair & Vice-Chair (action)
4. Proposed 2021 Library Board of Trustees Meeting Schedule (action)
5. Friends of the Library report
6. Library Board of Trustees comments

#### **INFORMATION**

Attendance Report  
CML Monthly Report  
Calendar of Activities  
Upcoming Events/Programs

#### **ADJOURNMENT**

It is the intention of the City of Calexico to comply with the Americans with Disabilities Act in all respects. If you are a person with a disability who requires a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, please request such modifications or accommodation from the City Clerk at 760-768-2102. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting. Please advise us at the time whether you will require accommodations to participate in meetings on a regular basis. Any person affected by any application on this agenda may submit their concerns in writing prior to the meeting or appear in person and be heard in support or opposition to the proposal at the time the matter is considered on the agenda. The staff reports, applications and environmental documents may be viewed at either the office of the City Clerk, 608 Heber Avenue, from 8:30 a.m. until 5:30 p.m., Monday through Thursday, except legal holidays. Telephone inquiries may be made at 760-768-2102. If you challenge any agenda issue in court, you may be limited to raising only those issues that you or someone else raised at the public meeting described in this notice, or in written correspondence delivered to the City of Calexico at, or prior to, the public meeting.

This notice of the agenda is hereby certified to have been posted on or before 5:30 pm on February 25, 2021

*Lizeth Legaspi*

Lizeth Legaspi, Recording Secretary

5:30pm/ February 25, 2021

**Next meeting date: April 5, 2021, 6:00pm**



LIBRARY BOARD OF TRUSTEES

## Agenda Item

AGENDA ITEM #1

Meeting Date: March 1, 2021  
To: Library Board of Trustees  
From: Lizeth Legaspi, Library Manager  
Subject: Library Manager's Report

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LIBRARY BOARD OF TRUSTEES

## Agenda Item

### AGENDA ITEM #2

Meeting Date: March 1, 2021  
To: Library Board of Trustees  
From: Lizeth Legaspi, Library Manager  
Subject: Adoption of Bylaws

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# BYLAWS

## LIBRARY BOARD OF TRUSTEES CAMARENA MEMORIAL LIBRARY

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### ESTABLISHED

A board to be known and designated as the Library Board of Trustees (“Board”) of the Camarena Memorial Library (“Library”) is created and established by City of Calexico Ordinance No. 1211 on December 16, 2020 to advise the Library in accordance with Chapter 5 of Title 1 of the California Education Code commencing at Section 18900, as it may be amended (“Municipal Libraries Act”).

### ORGANIZATION

The Board shall consist of five members. Each city council member will appoint one Board member. If after a reasonable amount of time (not to exceed forty-five) days after an election is certified or vacancy otherwise exists), a city council member has failed to make an appointment, the appointment will be made by a majority vote of the city council and the appointee shall not be removed from office except by majority vote of the city council.

Members shall hold office for three years.

All members shall be residents of Calexico or shall regularly work within the City during their term and are governed under Chapter 2.19 and Chapter 2.26 of the Calexico Municipal Code.

### POWERS AND DUTIES

The Board shall have the following duties and powers:

1. Support the Camarena Memorial Library and other public libraries;
2. Aid in meeting the community’s educational, recreational, informational, and cultural needs to encourage lifelong learning and the pursuit of knowledge;
3. Encourage the use of traditional and innovative library services;
4. Promote and encourage of public knowledge and use of library services and facilities;
5. Advise the City Council with regards to the Library and its services;

The Board shall have such specific duties and powers as the City Council from time to time invest in it.

The Board shall have no independent duties and no authority to take actions that bind the City of Calexico;

### **VACANCIES AND REMOVAL OF MEMBERS**

1. A Board member may be removed at any time by the City Council Member who appointed such Board member to the Board for any reason and/or if the Board member is absent from three (3) regularly scheduled meetings in a calendar year.
2. Members will also be automatically removed for violating the Political Reform Act of 1974 as determined by the appropriate agency with authority to render such decisions or failing to comply with mandatory ethics training or conflict-of-interest filings required by the State of California or the City of Calexico.

### **COMPENSATION**

Members of the Board shall serve without compensation.

### **OFFICERS**

The officers of the Board shall consist of a Chairperson and Vice-Chairperson, to be elected by the Board, and such other officers as the Board may from time to time designate.

1. Chairperson and Vice-Chairperson will serve for a one-year term.
2. In the event of a vacancy in the Chairperson's position, the Vice-Chairperson shall succeed as Chairperson for the balance of the Chairperson's term and the Board shall elect a successor to fill the vacancy in the Vice-Chairperson's position for the remainder of the Vice-Chairperson's term.
3. Members willing to serve in either of these positions may submit their names for nomination. Members may also submit names of other members for nomination.
4. The Vice-Chairperson shall perform the duties of the Chairperson when the Chairperson is absent.

### **MEETINGS**

1. Regular meetings of the Board shall be held on the first Monday of each month. The Board meetings shall commence at 6:00 p.m., at the Fernando "Nene" Torres Council Chambers in City Hall 608 Heber Avenue, Calexico, California. Whenever a regular meeting falls on a holiday observed by the City of Calexico, the meeting shall be held on another day or canceled at the direction of Library Administration.

2. The Board meetings shall be subject to the "Brown Act" (California Government Code Section 54952.3) for purposes of notices, agendas and holding meetings open to the public.
3. Quorum: For the purpose of conducting business the Board of the whole shall have a quorum if a majority of members currently on the roster are present. If no majority after 15 minutes, the members may adjourn their meeting.
4. Agendas and meeting notes: All meetings of the Board of the whole shall be announced by a printed agenda, emailed, or distributed to all members, staff, and City Council members at least three working days prior to the meeting. Regular scheduled meetings must be posted 72 hours prior to meeting, and special meetings must be noticed 24 hours prior to the meeting.
5. The Library Manager will act as secretary but may be assisted by a library clerk to keep a proper record of the proceedings.

These Bylaws shall be adopted and amended by the Board by the affirmative vote of a majority of its total membership and with the approval of the City Council.

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CHAIRPERSON

ATTEST:

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LIZETH LEGASPI, LIBRARY MANAGER

APPROVED AS TO FORM:

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CARLOS CAMPOS, CITY ATTORNEY





LIBRARY BOARD OF TRUSTEES

## Agenda Item

AGENDA ITEM #3

Meeting Date: March 1, 2021  
To: Library Board of Trustees  
From: Lizeth Legaspi, Library Manager  
Subject: Appointment of Chairperson and Vice-Chairperson

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LIBRARY BOARD OF TRUSTEES

# Agenda Item

## AGENDA ITEM #4

Meeting Date: March 1, 2021  
To: Library Board of Trustees  
From: Lizeth Legaspi, Library Manager  
Subject: Proposed 2021 Library Board of Trustees Meeting Schedule

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## 2021 LIBRARY BOARD OF TRUSTEES MEETINGS

DATE	LOCATION
March 1	Virtual
April 5	Virtual
May 3	Virtual
June 7	Virtual
July 12 (second week)	Virtual
August 2	Virtual
September 13 (second week)	Virtual
October 4	Virtual
November 1	Virtual
December 6	Virtual



LIBRARY BOARD OF TRUSTEES

# Agenda Item

## AGENDA ITEM #5

Meeting Date: March 1, 2021  
To: Library Board of Trustees  
From: Lizeth Legaspi, Library Manager  
Subject: Friends of the Library Report

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LIBRARY BOARD OF TRUSTEES

# Information

CAMARENA MEMORIAL LIBRARY  
MONTHLY REPORT

January 2021

		Library	YTD	Carnegie	YTD
<b>CIRCULATION</b>					
<b>ADULT</b>					
	Books	123	967		
	Videos, DVDs & CD	0	3		
	Non-book materials (printed matters)	11	51		
	AV (audiobooks & language courses)	2	14		
	<b>Total Adult Circulation</b>	<b>136</b>	<b>1035</b>		
<b>JUVENILE</b>					
	Books	313	2509		
	Videos, DVDs & CD	0	1		
	Non-book materials (printed matters)	42	336		
	AV (books w/cassette)	0	0		
	<b>Total Juvenile Circulation</b>	<b>355</b>	<b>2846</b>		
<b>ADULT</b>					
	Non-English materials	61	231		
<b>JUVENILE</b>					
	Non-English materials	72	492		
	<b>Total Non-English Materials</b>	<b>133</b>	<b>723</b>		
<b>ZIP BOOKS</b>					
	<b>Total Zip Book requests</b>	<b>51</b>	<b>288</b>		
<b>DIGITAL MATERIALS</b>					
	BookFLIX	308	3272		
	Hoopla	80	670		
	TumbleMath	13	70		
	<b>Total Digital Materials</b>	<b>401</b>	<b>4012</b>		
	<b>TOTAL CIRCULATION</b>	<b>1076</b>	<b>8904</b>		
<b>SERRA/ILL</b>					
	ILL requested	0	0		
	ILL loaned	0	0		
<b>QUESTIONS</b>					
	Reference	0	0		
	Information	0	0		
	Technology	0	0		
	<b>TOTAL QUESTIONS</b>	<b>0</b>	<b>0</b>		
	In-house use of materials	835	2392		
	In-house use of equipment	0	0		
	Wi-Fi users at CTC	0	0		
	Internet access (CML)	0	0		
<b>COLLECTION</b>					
<b>ADULT</b>					
	New books	22	368		
	Non-cataloged materials added (PB)	0	2		
	Withdrawals	193	264		
	Non-cataloged materials withdrawn (PB)	0	71		
	Videos, Audiobooks & DVD's	0	0		
	Videos, Audiobooks & DVD's withdrawn	0	0		
<b>JUVENILE</b>					
	New books	59	563		
	Non-cataloged materials added(PB)	11	33		
	Withdrawals	1	5		
	Non-cataloged materials withdrawn (PB)	262	265		
	Videos, Audiobooks & DVD's	0	0		
	Videos, Audiobooks & DVD's withdrawn	0	0		
<b>REGISTERED INTERNET USERS</b>					
		0	0		
<b>LIBRARY CARDS ISSUED (new &amp; renewal)</b>					
	Adult	22	123		
	Juvenile	5	46		
	Total hours library open to the public per month	0	0		
	Entry count	0	0		
	Snacks provided at the Library	255	3690		



# CAMARENA MEMORIAL LIBRARY ONLINE SERVICES



# MARCH 2021



<https://calexicolibrary.org>

Monday	Tuesday	Wednesday	Thursday	Friday
<p><b>1</b></p> <p><b>AFTER SCHOOL SNACK</b> @ 1 pm, AGES 1-18</p> <p> <b>BABY TIME</b> 5:00 PM via Zoom, AGE 0-2</p> <p><b>BOARD OF TRUSTEES MTG.</b> 6:00 PM via ZOOM</p>	<p><b>2</b></p> <p><b>ESL CLASS</b> via Zoom 4:00-5:30 pm</p> <p><b>READ ACROSS AMERICA FAMILY NIGHT</b> 4:00 PM via Zoom, AGE 0-12</p> <p></p>	<p><b>3</b></p> <p><b>Virtual Storytime</b> 2:00 PM via Zoom, AGES 3-5</p> <p><b>ESL CLASS</b> via Zoom 4:00-5:30 pm</p> <p><b>ANIME/MANGA CONVERSATIONS</b> via Instagram @ 4:30 pm, 12+</p>	<p><b>4</b></p> <p><b>LET'S TALK VIRTUALLY</b> 5:00 PM, 18+</p> <p><b>ESL CLASS</b> via Zoom 4:00-5:30 pm</p>	<p><b>5</b></p> <p><b>MINDFUL STORYTIME</b> @ 2:00 PM VIA ZOOM (includes movement activity)</p>
<p><b>8</b></p> <p><b>AFTER SCHOOL SNACK</b> @ 1 pm, AGES 1-18</p> <p> <b>BABY TIME</b> 5:00 PM via Zoom, AGE 0-2</p>	<p><b>9</b></p> <p><b>CRAFTY TUESDAYS</b> @ 4 pm via ZOOM</p> <p><b>ESL CLASS</b> via Zoom 4:00-5:30 pm</p>	<p><b>10</b></p> <p><b>Virtual Storytime</b> 2:00 PM via Zoom, AGES 3-5</p> <p><b>ESL CLASS</b> via Zoom 4:00-5:30 pm</p>	<p><b>11</b></p> <p><b>LET'S TALK VIRTUALLY</b> 5:00 PM, 18+</p> <p><b>ESL CLASS</b> via Zoom 4:00-5:30 pm</p>	<p><b>12</b></p> <p><b>LIBRARY CLOSED</b></p>
<p><b>15</b></p> <p><b>AFTER SCHOOL SNACK</b> @ 1 pm, AGES 1-18</p> <p> <b>BABY TIME</b> 5:00 PM via Zoom, AGE 0-2</p>	<p><b>16</b></p> <p><b>CRAFTY TUESDAYS</b> @ 4 pm via ZOOM</p> <p><b>ESL CLASS</b> via Zoom 4:00-5:30 pm</p> <p><b>LIBRARY LEARNERS BOOK CLUB</b> via Zoom 5:00 pm, 18+</p>	<p><b>17</b></p> <p><b>Virtual Storytime</b> 2:00 PM via Zoom, AGES 3-5</p> <p><b>ESL CLASS</b> via Zoom 4:00-5:30 pm</p> <p><b>ANIME/MANGA CLUB</b> via Zoom @ 4:30 pm, 12+</p>	<p><b>18</b></p> <p><b>LET'S TALK VIRTUALLY</b> 5:00 PM, 18+</p> <p><b>ESL CLASS</b> via Zoom 4:00-5:30 pm</p>	<p><b>19</b></p> <p><b>MINDFUL STORYTIME</b> @ 2:00 PM VIA ZOOM (includes movement activity)</p>
<p><b>22</b></p> <p><b>AFTER SCHOOL SNACK</b> @ 1 pm, AGES 1-18</p> <p> <b>BABY TIME</b> 5:00 PM via Zoom, AGE 0-2</p>	<p><b>23</b></p> <p><b>CRAFTY TUESDAYS</b> @ 4 pm via ZOOM</p> <p><b>ESL CLASS</b> via Zoom 4:00-5:30 pm</p>	<p><b>24</b></p> <p><b>Virtual Storytime</b> 2:00 PM via Zoom, AGES 3-5</p> <p><b>ESL CLASS</b> via Zoom 4:00-5:30 pm</p> <p><b>LET'S R.E.A.D. BOOK CLUB</b> 5:30 pm, 18+</p>	<p><b>25</b></p> <p><b>LET'S TALK VIRTUALLY</b> 5:00 PM, 18+</p> <p><b>ESL CLASS</b> via Zoom 4:00-5:30 pm</p> <p><b>STEAM LAB VIA ZOOM</b> 4:00 PM, AGES 4-12</p>	<p><b>26</b></p> <p><b>LIBRARY CLOSED</b></p>
<p><b>29</b></p> <p><b>AFTER SCHOOL SNACK</b> @ 1 pm, AGES 1-18</p> <p> <b>BABY TIME</b> 5:00 PM via Zoom, AGE 0-2</p>	<p><b>30</b></p> <p><b>CRAFTY TUESDAYS</b> @ 4 pm via ZOOM</p> <p><b>ESL CLASS</b> via Zoom 4:00-5:30 pm</p>	<p><b>31</b></p> <p><b>LIBRARY CLOSED</b></p> <p><b>CESAR CHAVEZ DAY</b></p> <p></p>		

## Online Programming

- If you wish to participate in any of the Zoom activities, please send a request via email to [library@calexico.ca.gov](mailto:library@calexico.ca.gov) and a link will be sent to you.
- Do you need books? Ask us for a Book Bundle! Help your child acquire/keep good reading skills!

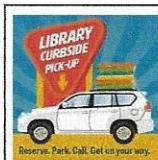


@camarenalibrary

## LOCATIONS



@camarena.memorial



**Hours:** 8:00-6:00 pm (Mon-Thurs)  
8:00-5:00 pm (every other Friday)

You may call us to check out items, renew library cards & materials! Pick-up through staff parking lot.



CAMARENA MEMORIAL LIBRARY  
850 Encinas Ave. | Calexico, CA | (760) 768-2170  
[library@calexico.ca.gov](mailto:library@calexico.ca.gov)

CARNEGIE TECHNOLOGY CENTER  
420 Heber Ave. | Calexico, CA | (760) 357-5525  
[carnegie.library@calexico.ca.gov](mailto:carnegie.library@calexico.ca.gov)

Center Hours: **CLOSED**  
<https://calexicolibrary.org/carnegie>



OUR DOORS ARE CLOSED, BUT OUR SERVICES ARE



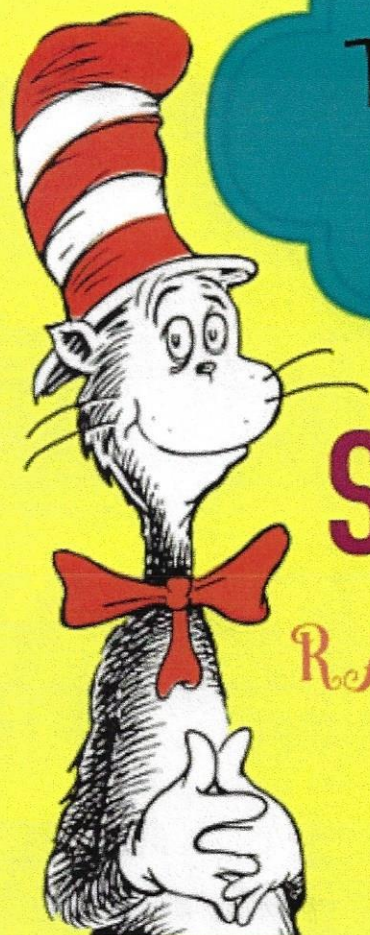


# Camarena Memoria Library & The Associated Calexico Teachers



invite you to celebrate

## READ ACROSS AMERICA



Tuesday, March 2, 2021  
@ 4:00 pm

**STORIES**

**CRAFTS**

**FREE**

**RAFFLES GAMES**

**BOOK**

Visit the Library's webpage to sign up  
We will meet via Zoom

**Program for kids ages 0-12**

Register from February 15-March 1st, 2021

Pick up craft packet from February 22-March 1st, 2021



Camarena Memorial Library  
850 Encinas Ave. Calexico, CA

sponsored by:



760-768-2170 | <https://calexicolibrary.org>