



**LIBRARY BOARD OF TRUSTEES  
MEETING AGENDA  
TUESDAY, JULY 23, 2024  
City Council Chambers  
300 North Coast Highway, Oceanside, CA 92054**



**Meeting Information**

Board meetings are open to the public. California Department of Public Health strongly recommends masks or face coverings to be worn by anyone who is not vaccinated against COVID-19 in all indoor settings.

**Zoom Information**

Members of the public may watch the meeting through Zoom. To join the meeting from a PC, MAC, iPhone, or Android device, please click this URL:

<https://us02web.zoom.us/j/87197798470?pwd=eEdyRmJkS29CeHhCYXlxbGU0QzVPUT09>

Zoom Meeting ID: **871 9779 8470**  
Passcode: **807602**

**Phone Information**

To join the meeting by phone, dial **669-900-6833**

Zoom Meeting ID: **871 9779 8470**  
Passcode: **807602**

Members of the public wishing to provide a comment to the Board, but not interested in speaking during the meeting, may email the Library at [lai@oceansideca.org](mailto:lai@oceansideca.org), and the comment will be provided to the Board prior to the meeting and made a part of the record of the meeting; however, ***the comment will not be read aloud during the meeting.***

**LIBRARY BOARD OF TRUSTEES**  
**MEETING AGENDA**  
**TUESDAY, JULY 25, 2024**  
**City Council Chambers**  
**300 North Coast Highway, Oceanside, CA 92054**

**2:00 P.M. – ROLL CALL**

**REGULAR BUSINESS**

**1. Public Comment**

- a) Public Comments for Items on the Agenda
- b) Public Comments for Items not on the Agenda

**2. Minutes, Financial, Statistical, Staffing, and Public Relations Reports**

- a) Approval of Minutes: June 25, 2024
- b) Approval of Invoices: June 25, 2024 through July 23, 2024
- c) Consideration of Financial Report: June 2024
- d) Consideration of Circulation Statistical Report: June 2024
- e) Consideration of Program Statistical Report: June 2024
- f) Consideration of Staff Recruitment and Training Reports: July 2024
- g) Consideration of Public Relations Report: July 2024

**3. Liaison Reports**

- a) City Council
- b) Friends of the Library
- c) Library Foundation

**4. Library Director's Report: Brad Penner**

**NEW BUSINESS**

**5. Information on Oceanside READS Learning Center**

- a) Report by Marie Town
- b) Discussion
- c) Information Item Only

**6. Information on YELP Grant Activities**

- a) Report by Jillian Jenkins
- b) Discussion
- c) Information Item Only

**7. Information on American Library Association Conference**

- a) Report by Marie Town/Jillian Jenkins
- b) Discussion
- c) Information Item Only

**8. Approval of Revised 2024 Library Holiday and Closures Schedule**

- a) Report by Brad Penner
- b) Discussion
- c) Board to Approve

**9. Approval of Library Services Technology Act Grants**

- a) Report by Marie Town
- b) Discussion
- c) Board to Approve

**10. Approval of Building Equitable Based Summers Grants**

- a) Report by Marie Town
- b) Discussion
- c) Board to Approve

**OLD BUSINESS**

**11. Consideration of New Trustee Workplan Revisions FY 2025-27**

- a) Report by Brad Penner
- b) Discussion
- c) Provide Direction to Staff

**12. Information on Library Courtyard Project**

- a) Report by Brad Penner
- b) Discussion
- c) Information Item Only

**OTHER INFORMATION**

**13. Announcements**

**ADJOURNMENT**

The next regularly scheduled meeting is at 2:00 p.m. on Tuesday, August 27, 2024 in City Council Chambers.

## INFORMATION TO THE PUBLIC CONCERNING THE MEETING

### 1. PUBLIC COMMENTS

- A. Members of the public who wish to **speak on an item on the agenda** may ask the Chair when the item is addressed and the person has three minutes to speak. A Request to Speak form must also be submitted.
- B. Members of the public who wish to **speak on items not on the agenda** may submit a Request to Speak form, or email the Library at [lai@oceansideca.org](mailto:lai@oceansideca.org), no later than one week prior to the next regularly scheduled meeting; however, in accordance with the Brown Act, the Board may not discuss or take any action regarding the comment. The person has five minutes to speak.
- C. Members of the public who wish to **have an item placed on the agenda** may email the Library at [lai@oceansideca.org](mailto:lai@oceansideca.org), no later than one week prior to the next regularly scheduled meeting.
- D. Members of the public wishing to **provide a comment** to the Board, but not interested in speaking during the meeting, may email the Library at [lai@oceansideca.org](mailto:lai@oceansideca.org), and the comment will be provided to the Board prior to the meeting and made a part of the record of the meeting; however, the comment will not be read aloud during the meeting.
- E. To facilitate organized presentations for a public hearing, general item or non-agenda public comment, a representative of a **group of persons** may submit a request to speak on behalf of the group. The representative must identify the group and list not fewer than four members of the group who must be present when the item is called and all members of the group must remain in the council chambers for the duration of the presentation. The presentation on behalf of the group shall not exceed 10 minutes. The other members of the organized presentation group shall not be entitled to speak on the item.

### 2. SPECIAL NEEDS ACCOMODATIONS

Persons with special needs because of a disability that makes it difficult to participate in Board/Commission meetings may contact the Library Administration office prior to the meeting date in order to make arrangements to accommodate the disability.

### 3. AGENDA POSTING AND MATERIALS

In accordance with State law, this agenda has been posted at the Ditmar kiosk at 300 North Coast Highway 72 hours in advance of this meeting.