

BOARD OF LIBRARY TRUSTEES

Agenda

CITY COUNCIL-APPOINTED BOARDS & COMMISSIONS



Date: Wednesday, July 17, 2024
Time: 4:00 p.m.
Location: Civic Center Branch Library
Conference Room
365 F St, Chula Vista

Board of Library Trustees Regular Meeting

Public Comments: Public comments may be submitted to the Board of Library Trustees (BOLT) in the following ways:

- **In-person comments during the meeting:** Join us for the BOLT meeting at the time and location specified on this agenda to make your comments. Each person will be allotted three (3) minutes to address the Board.
- **Submit an eComment:** Visit www.chulavistaca.gov/boardmeetings, locate this meeting, and click the comment bubble icon. Click on the item you wish to comment on, then click "Leave Comment."
- **By mail or email comments:** Submit comments via email to BOLT@chulavistaca.gov or by mail to Board of Library Trustees, 365 F Street, Chula Vista, CA 91910.

The commenting period will close at noon on the day of the meeting. All comments will be made available to the Board and the public.

ACCESSIBILITY: *Individuals with disabilities are invited to request reasonable modifications or accommodations in order to access and/or participate in a Board of Library Trustees meeting by contacting Board of Library Trustees staff at BOLT@chulavistaca.gov (California Relay Service is available for the hearing impaired by dialing 711) at least forty-eight hours in advance of the meeting.*

1. CALL TO ORDER**2. ROLL CALL**

Trustees Clark, Ellison, Moffat, Vice Chair Holleron, Chair Larson

3. CONSENT CALENDAR

The Board will enact the Consent Calendar staff recommendations by one motion, without discussion, unless a Trustee, member of the public, or staff requests that an item be removed for discussion.

Recommended Action:

Members approve the recommended action on the below consent calendar items.

3.1 Approval of Meeting Minutes

4

Recommended Action:

Approve the minutes dated: June 20, 2024

3.2 Written Communications

6

Communication from Trustee Ellison requesting an excused absence from the June 20, 2024 Board of Library Trustees special meeting.

Recommended Action:

Excuse the absence

4. PUBLIC COMMENTS

Persons may address the Board on any subject matter within the Board's jurisdiction that is not listed as an item on the agenda. State law generally prohibits the Board from discussing or taking action on any issue not included on the agenda, but, if appropriate, the Board may schedule the topic for future discussion or refer the matter to staff.

5. PRESENTATIONS

The following item(s) will be presentations given to the Board. Action on these item(s) is typically limited to the Board receiving the presentation and providing direction or feedback to staff, as appropriate.

5.1 Library Updates - Library Staff**6. ACTION ITEMS**

The Item(s) listed in this section of the agenda will be considered individually by the Board and are expected to elicit discussion and deliberation.

6.1 Election of Chair and Vice Chair for Fiscal Year 2024 - 2025**Recommended Action:**

Board nominate and elect chair and vice chair for fiscal year 2024 - 2025

OTHER BUSINESS**7. STAFF COMMENTS****8. CHAIR'S COMMENTS****9. TRUSTEES' COMMENTS**

10. ADJOURNMENT

to the regular meeting on August 21, 2024 at 4:00 p.m.

Materials provided to the Board of Library Trustees related to any open-session item on this agenda are available for public review by contacting the Library at BOLT@chulavistaca.gov.



SPECIAL MEETING OF THE BOARD OF LIBRARY TRUSTEES

Meeting Minutes

June 20, 2024, 4:00 p.m.
Otay Ranch Library
2015 Birch Rd., Suite 409, Chula Vista

Present: Trustees Clark, Moffat, Vice Chair Holleron, Chair Larson

Absent: Trustee Ellison

Also Present: Principal Librarian Magbanua, Senior Librarian Vega, Library Director Whatley

1. CALL TO ORDER

A special meeting of the Board of Library Trustees of the City of Chula Vista was called to order at 4:00 p.m.

2. ROLL CALL

Secretary Magbanua called the roll.

3. PUBLIC COMMENTS

There were 0 public comments.

4. PRESENTATIONS

4.1 Library Updates - Library Staff

Library Staff presented updates on:

- Summer Reading Program activities at all locations.
- The Seed Library at the Otay Ranch location.

- Juneteenth art show at the Otay Ranch location.
- Building Forward Grant renovations at the Civic Center and South Chula Vista locations.
- Progress on the Millenia library construction.

5. ACTION ITEMS

5.1 Approval of Meeting Minutes

Approve the minutes dated May 15, 2024

Moved by Carrie Holleron

Seconded by Toby Larson

Yes (4): Trustees Clark, Moffat, Vice Chair Holleron, Chair Larson

Result: Carried (4 to 0)

OTHER BUSINESS

6. STAFF COMMENTS

There were no staff comments.

7. CHAIR'S COMMENTS

There were no Chair's comments.

8. TRUSTEES' COMMENTS

Vice Chair Holleron commented on the recent State of the City address.

9. ADJOURNMENT

The meeting was adjourned at 4:18 p.m.

Minutes prepared by: Erwin Magbanua, Secretary

Erwin Magbanua, Secretary

REQUEST FOR EXCUSED ABSENCE
City of Chula Vista Boards, Commissions, and Committees

Name: Roselle Ellison Date of Absence: June 20, 2024
Board/Commission/Committee: Library Board of Trustees

Chula Vista Municipal Code section 2.25.110 (C) allows board/commission/committee members, by a majority vote, to excuse a fellow board, commission, or committee member's absence from a meeting for any of the reasons listed below. **A member who is absent from three consecutive, regular meetings will be deemed to have vacated his or her membership, unless the member's absence is excused by a majority vote of the other members.** An absence is only recorded as "excused" upon receipt of a member's request and majority vote of the board/commission/committee to excuse the absence. Accordingly, if you have been absent from a regular meeting, please complete and submit this form to the chair or secretary.

Please indicate the reason for the absence:

- ☐ 1. Illness of the member, family member of the member, or personal friend of the member;
- ☐ 2. Business commitment of the member that interferes with the attendance of the member at a meeting;
- ☐ 3. Previously scheduled vacation of the member, notice of which was provided to the respective board or commission in advance of the meeting;
- ☐ 4. Attendance of the member at a funeral, religious service or ceremony, wedding, or other similarly significant event;
- ☒ 5. Unexpected, emergency situation that prohibits the member's attendance; or
- ☐ 6. Other reason for which the member has given notice to the secretary of his or her unavailability at least seven days in advance of the meeting.

OR

☐ The absence was not for any of the above-listed reasons. I understand that the absence will be recorded as unexcused.

I certify the reason for the absence indicated above is true and correct.

Member's Signature: [Signature] Date: 7/9/24

If completed by secretary or staff to board/commission/committee:

Completed on member's behalf by: _____, per member's ☐ Verbal ☐ Written request
(secretary/liaison's name)

on: _____
(date)

Request for Excused Absence Form - 6/19