



CITY of ESCONDIDO

LIBRARY BOARD OF TRUSTEES

February 12, 2026 at 4:00 PM
Council Chambers: 201 North Broadway, Escondido, CA 92025

WELCOME TO YOUR BOARD MEETING

We welcome your interest and involvement in the legislative process of Escondido. This agenda includes information about topics coming before the board.

PRESIDENT

Maribel Cruz Reyes

SECRETARY

Giselle Luevanos

TRUSTEES

Francis X. Bova III

Virginia Bunnell

John Schwab

ASSISTANT CITY CLERK

Sarena Garcia

HOW TO WATCH

The City of Escondido provides one way to watch a board meeting:

In Person



201 N. Broadway, Escondido, CA 92025



CITY of ESCONDIDO

LIBRARY BOARD OF TRUSTEES

THURSDAY, FEBRUARY 12, 2026

HOW TO PARTICIPATE

The City of Escondido provides two ways to communicate with the board during a meeting:

In Person



Fill out Speaker Slip and Submit to City Clerk

In Writing



<https://escondido-ca.municodemeetings.com>

ASSISTANCE PROVIDED

If you need special assistance to participate in this meeting, please contact our ADA Coordinator at 760-839-4869. Notification 48 hours prior to the meeting will enable the city to make reasonable arrangements to ensure accessibility. Listening devices are available for the hearing impaired – please see the City Clerk.



ROLL CALL

ORAL COMMUNICATIONS

APPROVAL OF MINUTES

- [1.](#) Review and approve the minutes for the January 8, 2026 meeting.

CURRENT BUSINESS

- 2. Updates: City of Escondido**

General updates from the City, including specific updates regarding the library infrastructure project.

Staff Recommendation: Receive and File (Community Services Department: Robert Rhoades, Assistant Director of Community Services)

Presenter(s): Robert Rhoades, Assistant Director of Community Services

- 3. Staff Report: Library Trust Fund Special Projects Expenses 2015-2023**

Request the Library Board of Trustees to retroactively approve \$500 withdrawn from the Special Projects account of the Library Trust Fund.



CITY of ESCONDIDO

LIBRARY BOARD OF TRUSTEES

THURSDAY, FEBRUARY 12, 2026

Staff Recommendation: Approve (Robert Rhoades, Assistant Director of Community Services)

Presenters(s): Leticia Leal, Management Analyst

STATISTICS REPORT

4. Presentation of monthly statistical report.

Staff Recommendation: Receive and File (Library: Rino Landa, Library Director)

Presenter(s): Rino Landa, Library Director

LIBRARY DIRECTOR'S REPORT

5. Presentation of monthly report and general library updates.

Staff Recommendation: Receive and File (Library: Rino Landa, Library Director)

Presenter(s): Rino Landa, Library Director

TRUSTEE LIBRARY USE REPORT

6. Reports by the Library Board of Trustees of their use of the library and its services.

ADJOURNMENT

UPCOMING MEETING SCHEDULE

7. Unless otherwise noted, the Library Board of Trustees meets on the second Thursday of each month at 4:00 p.m. in the City Council Chambers.

3/13/2026 – 4:00 PM

4/9/2026 – 6:00 PM

5/14/2026 – 4:00 PM

6/11/2026 – 4:00 PM

7/9/2026 – 6:00 PM

8/13/2026 – 4:00 PM

9/10/2026 – 4:00 PM



CITY *of* ESCONDIDO

LIBRARY BOARD OF TRUSTEES

THURSDAY, FEBRUARY 12, 2026

10/8/2026 – 6:00 PM

11/12/2026 – 4:00 PM

12/10/2026 – 4:00 PM



CITY of ESCONDIDO

LIBRARY BOARD OF TRUSTEES MEETING

January 08, 2026 at 6:00 PM

MINUTES

ROLL CALL

PRESENT

President Maribel Reyes
Secretary Giselle Luevanos
Trustee Francis X. Bova III
Trustee Virginia Segarra Bunnell
Trustee John Schwab

ORAL COMMUNICATIONS

None

APPROVAL OF MINUTES

- 1. Review and approve the minutes for the December 11, 2025 meeting.**

Motion made by Trustee Schwab

Seconded by Secretary Luevanos

Approved 4-0 (Segarra Bunnell - Abstaining)

CURRENT BUSINESS

- 2. Updates: City of Escondido**

General updates from the City, including specific updates regarding the library infrastructure project.

Staff Recommendation: Receive and File (Community Services Department: Robert Rhoades, Assistant Director of Community Services)

Presenter(s): Robert Rhoades, Assistant Director of Community Services

Direction given to staff - Trustee Schwab requested staff submit a formal increase to City Council for the collections budget; President Reyes to draft letter and submit to Robert Rhoades, Assistant Director of Community Services



CITY of ESCONDIDO

LIBRARY BOARD OF TRUSTEES MEETING

January 08, 2026 at 6:00 PM

3. **Brown Act: 2026 Updates**

A brief refresher on the Brown Act and its impact on board meetings and expectations for public open access. Changes brought to the law for 2026 will be highlighted.

Staff Recommendation: Receive and File (Library: Rino Landa, Library Director)

Presenters(s): Rino Landa, Library Director; City Clerk's staff

4. **New Stacks: Overview and Initial Plans**

A brief presentation on the library's new bookshelves, or "stacks," for the 239 S Kalmia Library. Planned layouts and potential collections housed will be presented.

Staff Recommendation: Receive and File (Library: Rino Landa, Library Director)

Presenter(s): Rino Landa, Library Director

5. **Update: FY 25/26 Library Collection Budget and Expenditures**

An update of the state of the library's collection budget for FY 25/26 with expenditures and free balances as of 12/31/25.

Staff Recommendation: Receive and File (Library: Rino Landa, Library Director)

Presenter(s): Rino Landa, Library Director

6. **Staff Report: Potential Use of Library Trust Funds for Collections**

A report outlining the potential use of an additional \$40,000 of Library Trust funds for use on the purchase of collection materials for the remainder of FY25/26.

Staff Recommendation: Request for Guidance (Library: Rino Landa, Library Director)

Presenter(s): Rino Landa, Library Director

Motion made by Trustee Schwab to approve budget

Seconded by Trustee Segarra Bunnell

Approved 5-0



CITY of ESCONDIDO

LIBRARY BOARD OF TRUSTEES MEETING

January 08, 2026 at 6:00 PM

STATISTICS REPORT

7. Presentation of monthly statistical report.

Staff Recommendation: Receive and File (Library: Rino Landa, Library Director)

Presenter(s): Rino Landa, Library Director

LIBRARY DIRECTOR'S REPORT

8. Presentation of monthly report and general library updates.

Staff Recommendation: Receive and File (Library: Rino Landa, Library Director)

Presenter(s): Rino Landa, Library Director

TRUSTEE LIBRARY USE REPORT

9. Reports by the Library Board of Trustees of their use of the library and its services.

Trustee Bova's family visited library with an out of town guest; continues to hear positive feedback about the library location at mall

Secretary Luevanos visited the library; appreciates the social media content

President Reyes utilized audio via Libby during December; shared the annual writing competition and is continuing the genealogy work

Trustee Schwab is planning on visiting library with grand children

Trustee Bunnell visited the library stating there was a balloon drop with a lot of excited patrons; extended thanks for posting about adult crafts

ADJOURNMENT

Meeting Adjourned at 7:20 p.m.

UPCOMING MEETING SCHEDULE

- Unless otherwise noted, the Library Board of Trustees meets on the second Thursday of each month at 4:00 p.m. in the City Council Chambers.

2/12/2026 – 4:00 PM



CITY of ESCONDIDO

LIBRARY BOARD OF TRUSTEES MEETING

January 08, 2026 at 6:00 PM

3/13/2026 – 4:00 PM

4/9/2026 – 6:00 PM

5/14/2026 – 4:00 PM

6/11/2026 – 4:00 PM

7/9/2026 – 6:00 PM

8/13/2026 – 4:00 PM

9/10/2026 – 4:00 PM

10/8/2026 – 6:00 PM

11/12/2026 – 4:00 PM

12/10/2026 – 4:00 PM

PRESIDENT

ASSISTANT CITY CLERK

Escondido Public Library Board of Trustees
BOARD MEETING MINUTES
Tuesday, April 12, 2016, 2:00 p.m.
Library Board Room

CALL TO ORDER: Trustee Salazar called the meeting to order at 2:07 p.m.

Members Present: Trustees Mayra Salazar, Elmer Cameron, Ron Guiles, Gary Knight

Members Absent: Trustee Mirek Gorny

Staff Present: Graham Mitchell, City Manager; Loretta McKinney, Director of Library & Community Services; Cynthia Smith, Assistant Library Director; Joanna Axelrod, Principal Librarian; Misty Breymeyer, Division Coordinator; Viktor Sjöberg, Senior Librarian of Adult Services

Written/Oral Communications:

Alex Galenes, a former Library Board of Trustee member and former head of the 2006-2007 *Task Force for a New Library*, spoke as a supporter of the plan to build a new library facility in Grape Day Park. Mr. Galenes, encouraged the Library Board of Trustees to take an active role in considering the Grape Day Park project as a location for a new Library building, and in addressing the City Council.

Agenda Item #1: Approval of minutes: March 8, 2016 meeting.

Motion by Trustee Knight and seconded by Trustee Guiles to approve the minutes as written. Motion carried unanimously.

Current business

Item #3 was moved ahead of Item #2:

Item #3 Update on the Library Expansion

Director McKinney introduced City Manager, Graham Mitchell, who gave the Board of Trustees an update of the Library Expansion Project and the next steps in the process. On March 23, 2016, City Council directed staff to explore the feasibility of new library site within Grape Day Park, at the corner of Woodward and Escondido Boulevard. Staff are currently tasked with looking at potential partnerships, financing, parking issues and the environmental impact of such a project.

An electronic version of a past report to the Mayor from the *2006-2007 New Library Task Force* will be sent to the Library Trustees.

The next step in the communication plan is to update City Council within the next six months. Depending on the reports and further direction from the City Council, City Manager Mitchell indicated a decision might have to be made on whether or not to proceed with a special election.

Item #2: Staff Introduction: Viktor Sjöberg, Senior Librarian of Adult Services

Assistant Library Director Smith introduced and welcomed Viktor Sjöberg, Senior Librarian of Adult Services. In addition to leading adult programming and collection development in Adult Services, he also oversees the Pioneer Room staff and archives. A native of Sweden, he received his Bachelor's in Literature from the University of Gothenburg and a Master's of Library and Information Science from the University of Borås. Mr. Sjöberg has been with the City of Escondido since 2012, and has previous library experience which includes employment with San Diego Public Library and San Luis Obispo County Library.

Mr. Sjöberg is currently focused on collection development, training new staff, and revitalizing programming for adults. He has experienced success with a newly formed writers' group, e-Reader trainings, and in establishing a partnership with the Recreation Division of the Community Services Department. In this partnership, the Library offers personal enrichment classes which bring new patrons to our facility, and benefits Recreation by generating interest in recreation classes offered in their semi-quarterly Recreation Guide.

Mr. Sjöberg and the Adult Services team are looking forward to further outreach activities including: the Grand Avenue Festival (formerly the Escondido Street Faire), a partnership with various City departments to offer subject-focused activities at the Farmer's Market, and a discount program which will allow the Library to partner with local Escondido businesses during National Library Card Sign-up Month in September.

Mr. Sjöberg and Principal Librarian, Joanna Axelrod, have been selected to participate in the *Harwood Institute for Public Innovation* in September 2016. The Harwood practice is a pivotal part of the American Library Association's *Libraries Transforming Communities (LTC)* initiative and their participation is sponsored by the California State Library. The Harwood Institute is a distinguished national organization that teaches and coaches organizations to solve pressing problems and change how communities work together.

Item #4 Other Reports

Director McKinney recognized and thanked Trustees Salazar and Knight for their willingness to volunteer to serve another term on the Library Board of Trustees. She also reminded all Trustees that mandatory ethics training must be completed by August 22, 2016. Information regarding ethics training was sent to each Trustee by the City Clerk's Office in a recent email.

In order to better plan upcoming Board of Trustees meetings and agendas, Director McKinney requested that Trustees communicate summer vacation plans to her over the course of the next couple months.

As a reminder, Trustees were also asked to confirm attendance to Library Board of Trustees Board meetings with Assistant Library Director Smith. This action is necessary to confirm a quorum is met prior to each meeting.

The proposed General and Special Fund Budgets for fiscal year 2016-2017 will be presented at the City Council meeting on April 27, 2016.

To honor the 200 volunteers who are actively engaged with Library services, the Annual Volunteer Luncheon will take place at the Center of the Arts, Escondido on Thursday April 14, 2016 at noon.

The Library's Volunteer Coordinator's office has been moved upstairs to the Administration Office area. This will better align Cookie Allen's work to recruit and acclimate volunteers with the Administration team.

New Digital Services Librarian, Katy Duperry, will be starting on April 18, 2016.

The Learner Recognition Dinner for Literacy Services will take place at the Park Avenue Community Center on May 26, 2016. The event will showcase the learners' achievements, as well as include testimonials and guest speakers. Tyler Carlos, Literacy Services' intern from John Paul the Great Catholic University is working with staff and participants on a video to premiere at the dinner.

Staff members are currently working on improving operations and workflow efficiencies.

A copy of the City's *2016 Advisory Handbook* and the current Library organization chart were distributed to each Trustee to use as reference. Director McKinney plans to fully review the handbook contents at the July or August Board of Trustees meeting.

Adjourned: Trustee Salazar adjourned meeting at 3:12 p.m.

Mayra Salazar, Library Board of Trustees Secretary/mb

Agenda Item No. 1

**Escondido Public Library Board of Trustees
BOARD MEETING MINUTES
Tuesday, February 14, 2017, 2:00 p.m.
Library Board Room**

CALL TO ORDER: Trustee Gorny called the meeting to order at 2:01 p.m.

Members Present: Trustees Mirek Gorny, Elmer Cameron, Mayra Salazar, Ron Guiles, Gary Knight

Members Absent: None

Staff Present: Loretta McKinney, Director of Library & Community Services; Cynthia Smith, Assistant Library Director; Joanna Axelrod, Principal Librarian; Misty Breymeyer, Division Coordinator; Michelle Peralta, Archivist/Historian

Written/Oral Communications: None

Agenda Item #1: Approval of minutes: January 10, 2017 meeting

Motion by Trustee Guiles and seconded by Trustee Cameron to approve the minutes as written. Motion carried unanimously.

Current Business

Item #2: Staff Introduction: Michelle Peralta, Archivist/Historian

Principal Librarian Axelrod welcomed and introduced Michelle Peralta, the Library's Archivist/Historian. Ms. Peralta is a first-year graduate student pursuing a Master's degree in Library and Information Science (MLIS) at San Jose State University. As an undergraduate at San Diego State University, she earned a Bachelor's Degree in humanities with an emphasis in classical language. Additionally, Ms. Peralta holds a master's degree in history, also from San Diego State University, and has spent several years as an educator, teaching courses in both history and the humanities. She joined the City of Escondido as the archivist assistant last February and reports to Viktor Sjöberg in Adult Services. Ms. Peralta's focus in her role as Archivist has been on reorganization of the Pioneer Room, streamlining and creating workflows, and processing existing collections.

Item #3: Annual Library Statistical Update

Assistant Director Smith presented the statistical comparison between calendar years 2015 and 2016 highlighting trends in each of the categories. The Trustees approved the new format of colored graphs combined with a narrative explanation of the data. Trustee Salazar suggested including this type of statistical information in our current social media campaign.

Item #4: 2017 Volunteer Luncheon Funding Request

Assistant Director Smith requested approval to spend \$500 from the Special Projects Trust Fund to supplement the cost of hosting the annual volunteer luncheon on April 13, 2017 which recognizes the significant contribution that volunteers play in supporting Library operations.

Motion by Trustee Guiles and seconded by Trustee Salazar to approve the expenditure. Motion carried unanimously.

Item #5: Escondido Public Library Budget Update

Director McKinney announced that there will be a slight decrease in budgetary personnel costs for FY 2017-18 as a result of hiring some new staff at lower steps in addition to the PERS pension costs being distributed amongst each of the 12 City Departments. This decrease is offset somewhat by the mandatory minimum wage increase. The Library and Community Services Department employs the most part-time staff of any City department, and is therefore impacted most significantly by the minimum wage increase. The costs of doing business are increasing significantly. The Library is reliant upon technology for day-to-day operations, and vendor maintenance costs continue to increase each year. Additionally, utilities costs are also increasing.

Two budget scenarios will be presented to Finance and the City Manager. In addition to the standard budget, a second budget will be submitted with a proposal to increase the hours of one staff member who performs a very specialized job. The budget will look different this year as all departments are being asked to provide an organizational chart, a descriptive narrative, goals and challenges, as well as actual costs for the previous two fiscal years. This is an attempt to make the budget document more user-friendly and understandable for the public.

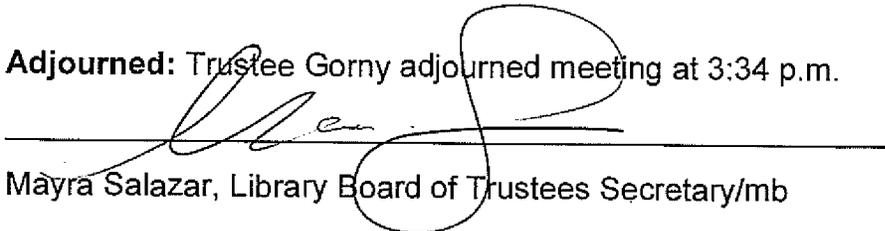
Other Reports

Item #5: Director of Library & Community Services and Assistant Library Director

Director McKinney asked if the Trustees would prefer to hold their elections for Chair and Secretary in April since the City Council appointments will occur after the March Library Board of Trustees meeting. The Trustees agreed to delay the vote until the April meeting.

Assistant Director Smith explained that staff will present a request for approval to award the RFID/AMH bid to the most responsive and responsible bidder on March 1, 2017. She thanked Trustee Gorny for attending the *Jean Will Strings* concert.

Adjourned: Trustee Gorny adjourned meeting at 3:34 p.m.


 Mayra Salazar, Library Board of Trustees Secretary/mb

PeopleSoft GL
PROJECT BUDGET/EXPENDITURES DETAIL
Project 400509 - Library Trust Special Projects
Budget Period 2017, 01-JUL-2016 - 30-JUN-2017

Page No. 2
Run Date 12/02/2025
Run Time 01:36:12

<u>Prog</u>	<u>Amount</u>	<u>Date</u>	<u>Type</u>	<u>ID</u>	<u>Vendor Short Name</u>	<u>Expenditure Description</u>
	10.18	09/08/2016	Voucher	00706030	PETTY CASH-0	REIMBURSEMENT AUGUST 2016
	11.33	10/17/2016	Voucher	00708892	US BANK-001	SEPTEMBER 2016
	300.24	10/17/2016	Voucher	00708894	US BANK-001	SEPTEMBER 2016
	12.95	11/14/2016	Voucher	00711135	US BANK-001	OCTOBER 2016
	8.76	12/12/2016	Voucher	00712877	US BANK-001	NOVEMBER 2016
	33.29	02/13/2017	Voucher	00717424	US BANK-001	JANUARY 2017
	2.88	03/13/2017	Voucher	00719459	US BANK-001	FEBRUARY 2017
	585.70	04/11/2017	Voucher	00721793	US BANK-001	MARCH 2017
	88.46	04/11/2017	Voucher	00721793	US BANK-001	MARCH 2017
	14.68	05/16/2017	Voucher	00724768	US BANK-001	APRIL 2017
	7.47	05/16/2017	Voucher	00724768	US BANK-001	APRIL 2017
	1,000.00	05/30/2017	Voucher	00725964	CA CENTER-00	Volunteer Recognition Luncheon
	8.99	06/12/2017	Voucher	00727008	US BANK-001	MAY 2017
	161.57	06/13/2017	Voucher	00727009	US BANK-001	MAY 2017
	22.50	06/30/2017	Voucher	00729784	US BANK-001	JUNE 2017
ting Suppl	2,269.00					
	70.00	10/17/2016	Voucher	00708892	US BANK-001	SEPTEMBER 2016
eetings	70.00					
	2,339.00					(16.29%)
	14,357.94					
	12,018.94					

Fund Dept	Acct	Acct Description	Prog	Amount	Date	Type	ID	Vendor Short Name	Expenditure Description
004	104	5101 Office/Operating Supplies		10.18	09/08/2016	Voucher	00706030	PETTY CASH-0	REIMBURSEMENT AUGUST 2016
004	104	5101 Office/Operating Supplies		11.33	10/17/2016	Voucher	00708892	US BANK-001	SEPTEMBER 2016
004	104	5101 Office/Operating Supplies		300.24	10/17/2016	Voucher	00708894	US BANK-001	SEPTEMBER 2016
004	104	5101 Office/Operating Supplies		12.95	11/14/2016	Voucher	00711135	US BANK-001	OCTOBER 2016
004	104	5101 Office/Operating Supplies		8.76	12/12/2016	Voucher	00712877	US BANK-001	NOVEMBER 2016
004	104	5101 Office/Operating Supplies		33.29	02/13/2017	Voucher	00717424	US BANK-001	JANUARY 2017
004	104	5101 Office/Operating Supplies		2.88	03/13/2017	Voucher	00719459	US BANK-001	FEBRUARY 2017
004	104	5101 Office/Operating Supplies		585.70	04/11/2017	Voucher	00721793	US BANK-001	MARCH 2017
004	104	5101 Office/Operating Supplies		88.46	04/11/2017	Voucher	00721793	US BANK-001	MARCH 2017
004	104	5101 Office/Operating Supplies		14.68	05/16/2017	Voucher	00724768	US BANK-001	APRIL 2017
004	104	5101 Office/Operating Supplies		7.47	05/16/2017	Voucher	00724768	US BANK-001	APRIL 2017
004	104	5101 Office/Operating Supplies		1,000.00	05/30/2017	Voucher	00725964	CA CENTER-00	Volunteer Recognition Luncheon
004	104	5101 Office/Operating Supplies		8.99	06/12/2017	Voucher	00727008	US BANK-001	MAY 2017
004	104	5101 Office/Operating Supplies		161.57	06/13/2017	Voucher	00727009	US BANK-001	MAY 2017
004	104	5101 Office/Operating Supplies		22.50	06/30/2017	Voucher	00729784	US BANK-001	JUNE 2017
Expended For Account 5101 - Office/Operating Suppl				2,269.00					
004	104	5160 Training & Meetings		70.00	10/17/2016	Voucher	00708892	US BANK-001	SEPTEMBER 2016
Expended For Account 5160 - Training & Meetings				70.00					
Total For Fund 004 -				2,339.00	(16.29%)				
Budgeted For Fund 004 -				14,357.94					
Remaining For Fund 004 -				12,018.94					

Escondido Public Library Board of Trustees
BOARD MEETING MINUTES
Tuesday, April 11, 2017, 2:00 p.m.
Library Board Room

CALL TO ORDER: Trustee Gorny called the meeting to order at 2:01 p.m.

Members Present: Trustees Mirek Gorny, Elmer Cameron, Mayra Salazar, Ron Guiles, Gary Knight

Members Absent: None

Staff Present: Loretta McKinney, Director of Library & Community Services; Cynthia Smith, Assistant Library Director; Joanna Axelrod, Principal Librarian; Misty Breymeyer, Library Division Coordinator

Written/Oral Communications: None

Agenda Item #1: Approval of minutes: February 14, 2017 meeting

Trustee Guiles made a motion to approve the minutes as written. The motion was seconded by Trustee Salazar. The motion was approved unanimously.

Current Business

Item #2: Election of Officers

The annual election of Library Board of Trustees officers was held. Trustee Guiles was voted in as President and Trustee Salazar was re-elected as Secretary. Trustee Gorny congratulated the new officers on their upcoming and continuing roles. The officers will assume office at the May 2017 meeting. Trustees Guiles and Gorny confirmed they will not be available to attend the next Board of Trustees Meeting, scheduled on May 9, 2017.

Assistant Library Director Smith noted that the Library Board of Trustees Bylaws should be amended to move the annual election of officers from March to April to accommodate the appointment of Trustees, which occurs annually in March. The revised Bylaws will be presented for approval at the May 2017 meeting.

Trustee Guiles made a motion to cancel the May 9, 2017 Board of Trustees meeting and reschedule it on May 23, 2017. The motion was seconded by Trustee Salazar. The motion was approved unanimously.

Item #3: Request to Purchase Smart TV

Director McKinney presented the request to purchase a Smart TV for the Library Board Room, funded by monies budgeted in the Trust fund for technology. The Smart TV will

be used for presentations and webinars. Trustee Gorney recommended a screen that is 65" or larger to fit the size of the room.

Trustee Salazar made a motion to approve the purchase of a smart TV using Trust Account Technology funds, at a cost not to exceed \$2,000. The motion was seconded by Trustee Guiles. The motion was approved unanimously.

Item #4: Library Budget Update

Annual Operating Budget (AOB) – General Fund

Director McKinney provided an update on the Library Division's proposed Annual Operating Budget submitted to the Finance Department. The Library's proposed budget was accepted by the City's Finance Department and it includes increased hours for one specialized position. The Finance Department has reviewed budgets submitted by all City departments and will present a preliminary review of a balanced FY 2017-2018 Annual Operating Budget to the City Council on May 3, 2017.

Capital Improvement Projects (CIP) Budget

CIP requests for fiscal year 2017-2018 were submitted in March 2017. Library staff requested \$200,000 from Public Facility Funds for new circulating materials; a \$50,000 pass-through donation into the Trust Fund from the Friends of Escondido Public Library for the purchase of supplemental books; and \$41,500 for the purchase and installation of a new digital security system. The digital security system would improve the safety of patrons and staff. It has been determined that the security system will be placed on the list of unfunded requests. The Finance Department will present the preliminary CIP budget, including the two remaining requests, to the City Council on May 10, 2017.

Item #5: Review of Mission, Vision, and Values (MVV) Statements

Director McKinney presented a draft of the proposed Library Mission, Vision, and Values statements created by staff. The Trustees reviewed the existing and proposed MVV statements and provided feedback which will be shared with staff. The final MVV statements will be shared with the Trustees at the May 2017 Board of Trustees meeting. The next step in this process is rebranding the Library's logo, and staff will begin working on this as soon as the MVV statements are finalized.

Other Reports

Presented by Director of Library & Community Services and Assistant Library Director

San Diego County Grand Jury Update: Director McKinney reported that an article in the April 6, 2017 edition of the *Escondido Times Advocate* newspaper included a summary of the San Diego County Grand Jury report on Escondido Public Library programs and services. The Grand Jury investigated a complaint and a report was

made public on March 21, 2017. The report contends the Library is "inadequate" to serve the community. The City of Escondido must respond to the report within 90 days of publication.

The Grand Jury's findings and recommendations were based primarily on information gathered from the California State Library's annual survey data. The time period referenced by the Grand Jury extends back to 2008 when significant economic circumstances impacted Library services and operations.

Many of the issues identified in the report stem from the lack of physical space in the existing Library facility. The City Council has recognized the need for a new building and resolved to address this over the past several years. They have directed staff to pursue matters related to building a larger Library facility in Grape Day Park.

Library and City staff are working with the City Attorney on a response which will be posted to the Grand Jury's website upon receipt.

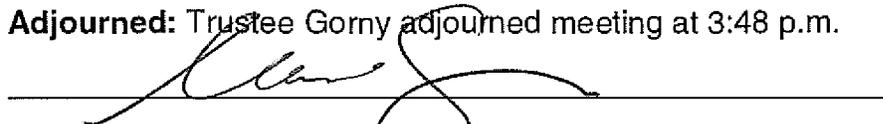
Volunteer Luncheon: The Library's annual Volunteer Recognition Luncheon will take place April 13, 2017 at California Center for the Arts, Escondido. This event is an opportunity to recognize 220 Library volunteers who have donated over 29,000 hours of service within the last year. The funds donated by the Trustees for this event are greatly appreciated.

Learner Recognition Dinner: Literacy Services will host their annual Learner Recognition Dinner on May 11, 2017 at the Park Avenue Community Center. City Council Member Diaz will be the keynote speaker. This event recognizes learners and their achievements and is funded through the California Library Literacy Services (CLLS) grant and Friends of Literacy Services. The Friends of Literacy Services have funded the publication of a book of learners' writings. The book will be distributed at the event.

Summer Reading Challenge: The annual *Summer Reading Challenge* for children, teens, and adults will take place June 19 – July 31, 2017. The theme is *Design Your World*.

Rotary Grant: Staff have applied for the Escondido Rotary Grant to replenish popular areas of the collection including the *Book Club in a Bag* program.

Adjourned: Trustee Gorny adjourned meeting at 3:48 p.m.



Mayra Salazar, Library Board of Trustees Secretary/mb



CITY of ESCONDIDO

LIBRARY BOARD OF TRUSTEES

OCTOBER 13, 2022 SPECIAL MEETING MINUTES

CALL TO ORDER: 1:00 p.m.

Trustees Present: President Carolyn Clemens, Trustee Mirek Gorny, Trustee John Schwab, Secretary Virginia Bunnell and Trustee Ron Giles

LS&S Staff Present: Dara Bradds and Katy Duperry, Assistant Library Director

City Staff Present: Zack Beck, City Clerk

ORAL COMMUNICATIONS

None.

APPROVAL OF MINUTES

1. Approval of Minutes from the Library Board of Trustees Meeting on September 8, 2022

Motion: Schwab

Second: Guiles

Approved: 5-0

CURRENT BUSINESS

2. Customer Service Update

3. Clean up of library trust categories

4. Strategic Plan Goals Section 2: Embrace Emerging Services

OTHER REPORTS

Statistics Report

Library Director's Report

Trustee Library Use Report

The

ADJOURNMENT

President Clemens adjourned the meeting at



CITY of ESCONDIDO

LIBRARY BOARD OF TRUSTEES

DocuSigned by:

Carolyn Clemens

2DA9F0E0BAE74CB...

PRESIDENT

DocuSigned by:

Jack Beck

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CITY CLERK



STAFF REPORT

February 12, 2026
Agenda Item 03

SUBJECT

Library Trust Fund Special Projects Expenses 2015-2023

RECOMMENDATION

Request the Library Board of Trustees to retroactively approve \$500 withdrawn from the Special Projects account of the Library Trust Fund.

Staff Recommendation: Approve (Robert Rhoades, Assistant Director of Community Services)

Presenter: Leticia Leal, Management Analyst

FISCAL ANALYSIS

After a comprehensive review of the Library Board of Trustees' meeting agendas and minutes from 2015 to 2025, it was determined that a single contribution was requested and approved on February 14, 2017. Although the Board approved \$500 for the 2017 event, the actual amount spent was \$1,000. As a result, an additional \$500 now requires retroactive approval.

PREVIOUS ACTION

On February 14, 2017, the Library Board of Trustees approved the use of \$500 from the Trust Fund Special Projects account to support the library volunteer luncheon event on April 11, 2017.

BACKGROUND

The Library Trust Special Projects account was created in fiscal year 1997 with the intent to fund smaller library projects, as well as supplemental training, travel, and minor expenses. There are no records of any specific restrictions. The Special Projects account was closed in fiscal year 2023 with the remaining balance moved to the Library Trust Fund balance for future programming.

City staff reviewed expenditures from the Library Trust Fund Special Projects account as well as the Library Board of Trustees agendas and minutes from 2015 through 2023. The following are the results of that review.

2015 – No expenditures from the Library Trust Special Projects account were noted.

2016 – No expenditures from the Library Trust Special Projects account were noted. While the Library Board of Trustees minutes from April 12, 2016, reference the Annual Volunteer Luncheon, "To honor the 200 volunteers who are actively engaged with Library services, the Annual Volunteer Luncheon will take



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place at the Center of the Arts, Escondido on Thursday April 14, 2016, at noon.” There was no motion, vote, or corresponding expenditure to request or approve funding in support of this event.

2017 – The Library Board of Trustees Minutes from February 14, 2017, document a formal request and approval for funding the 2017 Volunteer Luncheon. Under Item #4: 2017 Volunteer Luncheon Funding Request, Assistant Library Director Smith requested authorization “to spend \$500 from the Special Projects Trust Fund to supplement the cost of hosting the annual volunteer luncheon on April 13, 2017.” She noted that the event “recognizes the significant contribution that volunteers play in supporting Library operations.” The Board approved the request with a motion by Trustee Guiles, seconded by Trustee Salazar, carrying unanimously. This confirms the Trustees’ direct allocation of Trust funds for the 2017 luncheon.

The Library Board of Trustees meeting minutes from April 11, 2017, reference the Annual Volunteer Luncheon and describe the event as “The Library’s annual Volunteer Recognition Luncheon will take place April 13, 2017, at California Center for the Arts, Escondido. This event is an opportunity to recognize 220 Library volunteers who have donated over 29,000 hours of service within the last year. The funds donated by the Trustees for this event are greatly appreciated.” Although the luncheon and the value of Trustees’ contributions are acknowledged, the minutes contain no motion or vote requesting or approving additional or future funding support, indicating that no formal action was taken in 2016 regarding future financial authorization.

A review of the expenditure reports provided by the City’s Finance Department shows that on May 30, 2017, a total of \$1,000 was charged to the Library Trust Special Projects for the Volunteer Recognition Luncheon. This expenditure reflects the actual cost recorded in the City’s financial report associated with hosting the 2017 event, which exceeds the approved request by \$500.

2018 – No expenditures from the Library Trust Special Projects were noted.

2019 – No expenditures from the Library Trust Special Projects were noted.

2020 – No expenditures from the Library Trust Special Projects were noted.

2021 – No expenditures from the Library Trust Special Projects were noted.

2022 – No expenditures from the Library Trust Special Projects were noted.

2023 – No expenditures from the Library Trust Special Projects were noted. The Library Board of Trustees meeting agenda from October 13, 2022, outlines an agenda item that requests the consolidation of two project line items in the Library Trust Fund. This was subsequently approved which eliminated the special Projects line item.



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ATTACHMENTS

- a. Library Board of Trustees Board Meeting Minutes, April 12, 2016
- b. Library Board of Trustees Board Meeting Minutes, February 14, 2017
- c. Library Board of Trustees Board Meeting Minutes, April 11, 2017
- d. 2017 Library Trust Fund Project Expenditure Report
- e. Library Board of Trustees Board Meeting Minutes, October 13, 2022



STATISTICS REPORT

Monthly Statistics 2025-2026		October	November	December
CIRCULATION:	Physical Materials	32,225	29,945	28,952
	Digital Materials	7,959	7,273	7,585
	<i>Overdrive Libby</i>	7,135	6,359	7,275
	<i>Hoopla</i>	582	573	583
	Total Circulation	40,184	37,218	37,754
	Holds Satisfied	1,682	1,628	1,800
INTER-LIBRARY LOANS:	ILLs Checked Out	1	1	1
	Link+ Items Borrowed (EPL patrons)	303	299	328
	Link+ Items Lent (to patrons at other libraries)	154	167	171
POPULATION & BORROWERS:	Total Registered Borrowers	98,684	99,256	100,692
REFERENCE QUESTIONS:	Total Reference Transactions	6,917	5,212	5,179
LIBRARY SERVICES:	Public Service Hours	260	217	244
	Library Visits	20,089	20,733	20,440
ELECTRONIC SERVICES:	Users of Public Internet Computers	504	422	441
	Wireless Sessions	4,600	4,684	2,197
	Number of Website Visits	11,546	10,817	9,615
VOLUNTEERS:	Total Active Volunteers	66	68	63
	Total Volunteer Hours	567	367	492
PROGRAMS:	# of live, in-person programs	174	114	135
	Live, in-person attendance	2,333	1,225	1,291
	# of live, virtual programs	-	-	-
	Live, virtual program attendance	-	-	-
	# of pre-recorded programs	-	-	-
	# of views of recorded program content	-	-	-
	# of live, off site programs (outreach)	7	1	4
PIONEER ROOM:	Live, off site program (outreach) attendance	188	126	171
	Pioneer Room Visits:	550	550	550
	Digital Collection Items Accessed:	604	271	253
LITERACY:	On-Site Items & Resources Accessed:	88	140	55
	Class Attendance	122	70	52
	Classes Taught	54	34	36
	Active Learner Pairs	34	32	32
	Books Distributed	100	6	483
	# of take home kits given out	80	80	80





LIBRARY DIRECTOR’S REPORT

Library Renovation Renderings on Display at the Mall

Beginning February 16, five display boards featuring digital renderings of the renovated Main Library will be showcased in the storefront windows of the General Library, Space 171, at the mall. These renderings offer the public an early look at key first-floor features, including the new service desk, communal coworking space, quiet area, café, and the exterior of the enclosed Teen Space. The display is intended to build community awareness and excitement as the renovation progresses.

Mall Libraries and Renovation Featured on FOX 5/KUSI

In January, the Library was visited by the team behind FOX 5/KUSI’s local “Read All About It” segment to highlight the Library’s successful presence at the mall and to provide the first on-site tour of the Main Library construction site for a news outlet. The segment aired during the first week of February. Due to a technical issue, the recording was not posted on the station’s website. Library staff have requested permission to upload and share the segment on Library social media channels and are awaiting a response at the time of this report.

2026 Library Policy Review

Library Administration is collaborating with Community Services to identify and prioritize library policies requiring Board review and approval in 2026. Priority is being given to policies that require updates due to changes in state law, as well as those impacted by new spaces and services planned for the renovated Main Library. The Acquisition and Display of Art in the Library policy is anticipated to be among the first presented for review at the March Board meeting, supporting the Library’s goal to expand and enhance art displays throughout the facility upon reopening.

Limited-Edition Library Cards

To celebrate the history of the Main Library and build enthusiasm for the grand reopening, Library Administration is exploring the production of a limited-edition library card in partnership with the Library’s card vendor. Once cost estimates and production details are finalized, initial design concepts will be presented to the Board for input. The Library plans to engage the community by inviting the public to vote on three design options, with the selected design produced for distribution beginning at reopening and continuing until supplies are exhausted. Depending on final costs, approximately 1,000 cards are anticipated to be printed.





JANUARY HIGHLIGHTS

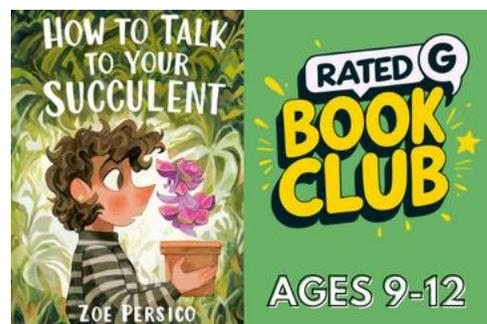
The following highlights reflect the Library’s continued commitment to serving the community through engaging programs, responsive services, and meaningful stewardship of local history. Across departments, staff delivered opportunities that supported lifelong learning, creativity, wellness, and connection, while advancing the Library’s strategic priorities and preparing for future growth. These highlights offer a snapshot of the impact and momentum of Library services during January.

YOUTH SERVICES

Rated G Graphic Novel Book Club: *How to Talk to Your Succulent* by Zoe Persico

Thursday, January 15, 2026

Sixteen tweens participated in the January meeting of the Rated G Graphic Novel Book Club, led by Ms. Amie. The group discussed *How to Talk to Your Succulent*, a debut middle-grade graphic novel following Adara, a tween who discovers she can communicate with plants. The story sparked thoughtful conversation around themes of loneliness, mental health, empathy, and the importance of listening and communication across generations.



Knight’s Realm Chess Club

Monday, January 26, 2026

The Knight’s Realm Chess Club continued to be a popular offering in January, drawing approximately 15 children and teens. Participants engaged in friendly matches, strengthened their strategic thinking skills, and benefited from guidance provided by experienced players and volunteer coaches. The program fostered both learning and social connection in an encouraging, low-pressure environment.

Brick Builders Club

Wednesday, January 28, 2026

Eighteen young builders gathered in the Library’s event space for Brick Builders Club, where they explored their creativity using LEGO® bricks and other building materials. Participants experimented with a wide range of designs, shared ideas with one another, and enjoyed friendly competition while developing problem-solving and collaboration skills.





ADULT SERVICES

Try Every Day Workshop Series

Saturdays, January 10, 17, 24, and 31, 2026

Adult Services launched the year with a new four-part workshop series, *Try Every Day*, designed to encourage adults to explore new hobbies and develop positive habits in a welcoming, no-pressure setting. Each Saturday session introduced a different activity—brush calligraphy, bullet journaling, container gardening, and candle-making—and participants received a starter kit to continue practicing independently. A total of 80 patrons attended across the series, with many registering for and completing all four workshops. The series directly supported lifelong learning, creativity, and equitable access to arts programming.



Healthy You: Yoga at the Library

Thursday, January 15, 2026

In partnership with Keila-Rae Jenson of the locally owned Sattva Yoga studio, the Library launched a new monthly yoga program focused on stress reduction and mindfulness. Thirteen patrons attended the inaugural session, which featured accessible poses suitable for a wide range of experience levels. Participant feedback was highly positive, with strong interest expressed in continuing and expanding fitness and wellness programming.





THE PIONEER ROOM



The Pioneer Room began 2026 with strong engagement, assisting 69 patrons during the month. Staff welcomed the first collection of the year—the St. Clair Family Collection—and added it as a new digital resource for the community. The Pioneer Room also hosted Shelley Mangram, docent at Rancho Santa Margarita y Las Flores, who shared insights into two historic sites located on Marine Corps Base Camp Pendleton. In addition, staff successfully assisted a patron in reconnecting with her family history by identifying information about her grandfather, a musician whose steel guitar is currently being restored in New York City.

New Digital Collection: The St. Clair Family Collection

This newly added digital collection documents the lives of Julius Eldon St. Clair (1918–2010) and his wife, Fairy Lee “Fay” Tarpley (1918–2011). Originally from Texas, the family relocated to Escondido following a difficult farming year to join Eldon’s brother, Horace Ray St. Clair. Eldon served as foreman at Green Ranch near Lake Hodges, where the family lived in an adobe ranch house built by Joseph Snook and historically used by General Stephen Kearny during his march to San Diego after the Battle of San Pasqual. The collection also includes materials related to Charlie W. St. Clair, who worked for Rube Nelson at a local grocery store, further enriching the Library’s local history holdings.

