



# CITY of ESCONDIDO

LIBRARY BOARD OF TRUSTEES

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December 14, 2023 at 4:00 PM

**Council Chambers: 201 North Broadway, Escondido, CA 92025**

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## 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

Virginia Bunnell

### SECRETARY

Francis X. Bova III

### TRUSTEES

John Schwab

Carolyn Clemens

Maribel Reyes

### 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, DECEMBER 14, 2023

### 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.



### AGENDA

#### ROLL CALL

#### ORAL COMMUNICATIONS

#### APPROVAL OF MINUTES

- [1.](#) Approval of minutes from the November 9, 2023 meeting.

#### CURRENT BUSINESS

2. Library Board of Trustees Bylaws Revision

#### STATISTICS REPORT

- [3.](#) Statistics Report
- [4.](#) Strategic Plan Update

#### LIBRARY DIRECTOR'S REPORT

- [5.](#) Library Director's Report



# CITY of ESCONDIDO

## LIBRARY BOARD OF TRUSTEES

THURSDAY, DECEMBER 14, 2023

### TRUSTEE LIBRARY USE REPORT

6. Trustees will share how they have used the Library or its resources in the previous month.

### ADJOURNMENT

### UPCOMING MEETING SCHEDULE

7. Library Board of Trustees Meetings are scheduled for the second Thursday of the month in the City Council Chambers, City Hall. Meetings begin at 4:00 PM with some exceptions.

Thursday, January 11, 2024, **6:00 p.m.** City Council Chambers

Thursday, February 8, 2024, 4:00 p.m. City Council Chambers

Thursday, March 14, 2024, 4:00 p.m. City Council Chambers



# CITY of ESCONDIDO

## LIBRARY BOARD OF TRUSTEES

November 9, 2023 at 4:00 PM

### MINUTES

#### ROLL CALL

##### PRESENT

President Virginia Bunnell (Arrived at 4:10 p.m.)

Secretary Francis X. Bova III

Trustee John Schwab

Trustee Maribel Reyes

Trustee Carolyn Clemens (Arrived at 4:23 p.m.)

**L&S Staff Present:** Rino Landa, Library Director

**City Staff Present:** Zack Beck, City Clerk

#### ORAL COMMUNICATIONS

None

#### APPROVAL OF MINUTES

1. Approval of minutes from the October 12, 2023 meeting.

Motion: Schwab; Second: Reyes; Approved 3-0 (Clemens, Bunnell – Absent)

#### CURRENT BUSINESS

2. Library Director Subcommittee Discussion

Motion to appoint President Bunnell and Secretary Bova to serve on the Library Director Search Subcommittee and update the bylaws accordingly to codify the Subcommittee at the next Library Board of Trustees meeting: Bova; Second: Reyes; Approved: 4-0 (Clemens – Absent)

3. Library Board President Meeting with Mayor White

President Bunnell informed the Board that Mayor White invited her to serve on a subcommittee to review City finances.

4. Temporary Art Borrowing Policy

The Board directed Library Director Landa to bring a draft Temporary Art Borrowing Policy to the next Library Board of Trustees Meeting for a formal vote.

5. Statistics Report



# CITY of ESCONDIDO

LIBRARY BOARD OF TRUSTEES

THURSDAY, OCTOBER 12, 2023

- 6. Strategic Plan Goals & Objectives Report

**LIBRARY DIRECTOR'S REPORT**

- 7. Library Directors Report

**TRUSTEE LIBRARY USE REPORT**

**UPCOMING MEETING SCHEDULE**

Thursday December 14, 2023 4:00 p.m. City Council Chambers

Thursday January 11, 2023 4:00 p.m. City Council Chambers

**ADJOURNMENT**

Meeting Adjourned at 5:57 p.m.

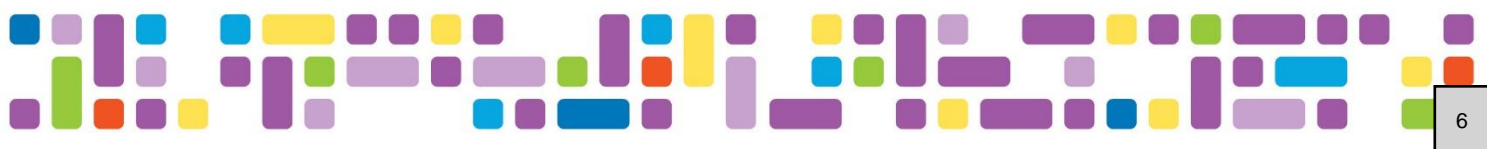
\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
CITY CLERK



STATISTICS REPORT

Monthly Library Board of Trustees Statistics 2023-2024		August	September	October
<b>CIRCULATION:</b>	Physical Materials (Books, media, museum passes, laptops)	42,464	39,111	39,025
	eMaterial (includes eBooks and eAudiobooks-OverDrive, CloudLibrary, Biblioboard,	6,898	7,378	8,069
	Total Circulation	49,362	46,489	47,094
	Holds Satisfied	2,421	2,202	2,265
<b>INTER-LIBRARY LOANS:</b>	ILLs Checked Out	6	4	2
	Link+ Items Borrowed (EPL patrons)	319	330	412
	Link+ Items Lent (to patrons at other libraries)	328	357	296
<b>POPULATION &amp; BORROWERS:</b>	Total Registered Borrowers	84,155	84,734	85,248
<b>REFERENCE QUESTIONS:</b>	Total Reference Transactions	6,896	5,861	6,063
<b>LIBRARY SERVICES:</b>	Public Service Hours	271	269	260
	Library Visits	23,183	20,438	23,151
<b>ELECTRONIC SERVICES:</b>	Users of Public Internet Computers	2,535	2,026	2,473
	Wireless Sessions	30,014	23,951	0
	Number of Website Visits	9,563	8,459	9,060
<b>VOLUNTEERS:</b>	Total Active Volunteers	95	91	74
	Total Volunteer Hours	1,104	892	787
<b>PROGRAMS:</b>	# of live, in-person programs	87	140	177
	Live, in-person attendance	1541	2335	2675
	# of live, virtual programs	0	1	0
	Live, virtual program attendance	10	6	0
	# of pre-recorded programs	0	0	0
	# of views of recorded program content	0	0	0
	# of live, off site programs (outreach)	539	87	205
	Live, off site program (outreach) attendance	94	143	180
	# of take home kits given out	60	80	80



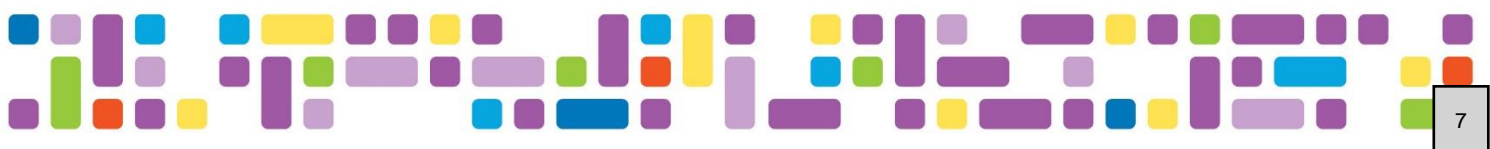


STRATEGIC PLAN GOALS & OBJECTIVES REPORT

4) RESILIENCE

**GOAL STATEMENT:** EPL will make the best use of resources by operating efficiently and will be a good neighbor and community member.

Strategy	Objective	Timeline	Status
<b>Reduce waste.</b>	Review and suggest best practices by scheduling two meetings per year with the City Recycling Division to review and suggest best practices.	FY 2024–2027	We will be working with the client to plan this.
	Continue to ensure proper disposal by verifying reuse and recycling of materials that have been withdrawn from the collection and technology that has reached end of life.	FY 2024–2027	We currently resell or recycle weeded books.
	Educate residents about responsible consumption by partnering with the City Recycling Division to offer two Library programs such as composting.	FY 2025–2027	Escondido Explorer’s Environmental Fair
	Shorten travel distance and reach a larger audience by providing programs in three different spaces throughout the service area.	FY 2025–2027	We will be working with the client to determine how to approach this goal.
<b>Encourage healthy living.</b>	Increase awareness by offering resources for home gardening such as a seed or succulent swap and three programs on organic gardening, etc.	FY 2025–2027	2023: Succulent Swap and gardening programs
<b>Encourage wellness.</b>	Provide alternatives to screen time for children and tweens by offering four non-screen focused programs.	FY 2024–2027	There is an average of 26 non-screen focused programs each month.
	Support mindfulness by inviting a local yoga studio to offer one series of free classes.	FY 2025–2027	2023: Healthy You Series, including Meditation and Mindfulness programs.





LIBRARY DIRECTOR'S REPORT

**1. Leadership Advancement:** November marked a significant milestone for our team with Dan Wood's promotion to Assistant Library Director, effective December 1, 2023. Dan's dedication and innovative leadership have been instrumental in shaping our library's services and community engagement. His promotion is a testament to his hard work and the positive impact he has had on our library.

**2. Expanding Educational Outreach:** In our ongoing commitment to education and community service, we are thrilled to announce the addition of a new part-time Literacy Associate position, focusing primarily on ESL (English as a Second Language) instruction. This role, entirely supported by grant funding, signifies our dedication to addressing the diverse educational needs of our community and fostering inclusivity through language learning.

**3. Enhancing Outdoor Exploration:** In an exciting development, the Library has applied for the California State Libraries' "Parks Explorer" initiative. This program would enable us to offer "Parks Explorer" backpacks, equipped with binoculars, a compass, and wildlife guides, to encourage outdoor exploration and learning among our patrons. This initiative aligns with our goal to expand learning beyond traditional formats and promote an appreciation for nature and the environment.

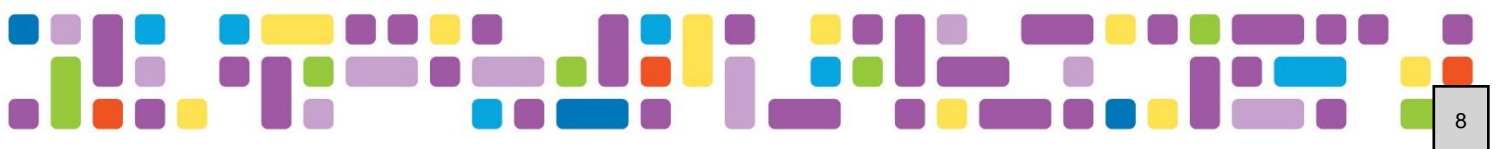
**4. Revitalizing Library Spaces:** Aesthetic enhancements began this month to invigorate and enliven the library's physical spaces. Key focus areas include the "New Books" and "DVD" sections near the entrance, where staff are introducing new themed displays. These changes aim to create a more welcoming and engaging atmosphere for our patrons, enriching their experience and encouraging exploration of our diverse collections.

**Looking Ahead:** As we move into the final month of the year, these developments reflect our ongoing commitment to serve and inspire our community. The Escondido Public Library continues to evolve, embracing new opportunities and challenges with the aim of enriching the lives of all who walk through our doors.

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ADULT SERVICES & PIONEER ROOM HIGHLIGHTS

- The "**Healthy You Series: Meditation and Mindfulness**" event was held on Wednesday, November 1. This session, which attracted **15 attendees**, offered a wonderful opportunity for individuals to delve into the practices of meditation and mindfulness. It served as an ideal platform for those seeking to explore these methods for enhancing personal well-being.
- On Saturday, November 11, the "2nd Saturday Concert Series" featured "**Opera a la Carte.**" This event, which drew an **audience of 91**, was well-received. Attendees expressed their gratitude for making opera







accessible and enjoyed the explanations of the songs. The series, known for its mix of genres, had been appreciated for maintaining this variety over the years.

- The "**Cultural Fair Series**" showcased "**Afghan Culture and Art**" on Saturday, November 18, 2023. With **64 attendees**, this event highlighted the importance of cultural education and aimed to enhance cultural competency across various professions. The attendees' comments reflected a strong desire for the continuation and expansion of such educational initiatives to foster greater cultural understanding and appreciation.
- The **Pioneer Room** served **23 patrons** and launched **two new collections** on CONTENTdm in November, including the [EUSD Nutrition Services Collection](#) of crowd-pleasing recipes. With over 100 site views, the launch has been a huge success! Get a taste for the collection with these Home-Made Brownies and Chili Rice Salad recipes.



Attendees listen to presentations about Afghani culture. Art from a local Afghani artist was on display for all to appreciate. **Cultural Fair Series 11/18**



Traditional music from Afghanistan delighted attendees. **Cultural Fair Series 11/18**

## YOUTH SERVICES HIGHLIGHTS

- The **In-N-Out Cover to Cover Book Club** concluded on Saturday, November 18, with an impressive turnout of **380 participants**. We distributed **593 coupons**, each redeemable for a complimentary hamburger or cheeseburger at In-N-Out. The program encourages children aged 4 to 12 to read five books, and in return, they receive a gift card for a free hamburger or cheeseburger. This initiative has been a staple for





us over the years, serving as an excellent means to sustain the reading momentum beyond the conclusion of our summer reading program.

- Our **Inclusive Art Club**, held on November 17, saw a fantastic attendance of **26 individuals**. The event centered around the theme of Thanksgiving and is part of our twice-monthly series catering to all ages and abilities. Focused on sensory learning and art, attendees engaged in a story session, enjoyed songs, and had the opportunity to craft their own turkeys using a vibrant array of feathers and pastels.



Children listen carefully to a story about Thanksgiving.  
**Inclusive Art Club 11/17**



Everyone was excited to make turkey decorations following storytime. **Inclusive Art Club 11/17**



**Read 5 books or 300 minutes and earn a FREE hamburger or cheeseburger!**

**OCTOBER 7 - NOVEMBER 18 | For children ages 4 - 12**

