



CITY of ESCONDIDO

LIBRARY BOARD OF TRUSTEES

May 14, 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

Carolyn Clemens

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, MAY 14, 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.



FLAG SALUTE

ROLL CALL

ORAL COMMUNICATIONS

APPROVAL OF MINUTES

1. Review and approve the minutes for the April 9, 2026 meeting

CURRENT BUSINESS

2. **Welcome New Trustee**

Welcome Carolyn Clemens to the Library Board of Trustees.

3. **Election of President for the Library Board of Trustees**

The Library Board of Trustees will elect a President to serve as the presiding officer for the upcoming term. The President shall preside at meetings and may appoint members to special committees. The term of office is one (1) year and until a successor is elected.



CITY of ESCONDIDO

LIBRARY BOARD OF TRUSTEES

THURSDAY, MAY 14, 2026

4. **Election of Secretary for Library Board of Trustees**

The Library Board of Trustees will elect a Secretary to serve for the upcoming term. The Secretary shall certify Board minutes and shall preside at meetings in the absence of the President. The term of office is one (1) year and until a successor is elected.

5. **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: Robert Rhoades, Assistant Director of Community Services

6. **Library Trust Fund Literacy Projects Expenses 2014-2025**

Request that the Library Board of Trustees receive and file information regarding the Literacy Projects account of the Library Trust Fund.

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

Presenter: Leticia Leal, Management Analyst

STATISTICS REPORT

7. **Statistics Report**

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. **Director's Report**

Presentation of monthly report and general library updates.

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

Presenter(s): Rino Landa, Library Director



CITY *of* ESCONDIDO

LIBRARY BOARD OF TRUSTEES

THURSDAY, MAY 14, 2026

TRUSTEE LIBRARY USE REPORT

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

FUTURE AGENDA ITEMS

ADJOURNMENT

UPCOMING MEETING SCHEDULE

10. 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.

6/11/2026 – 4:00 PM

7/9/2026 – 6:00 PM

8/12/2026 – 4:00 PM

9/10/2026 – 4:00 PM

10/8/2026 – 6:00 PM

11/12/2026 – 4:00 PM



CITY of ESCONDIDO

LIBRARY BOARD OF TRUSTEES MEETING

April 09, 2026 at 6:00 PM

MINUTES

ROLL CALL

PRESENT

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

ORAL COMMUNICATIONS

None

APPROVAL OF MINUTES

1. Review and approve the minutes for the March 12, 2026 meeting

Motion made by Trustee Segarra Bunnell

Seconded by President Reyes

Approved 4-0

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

Trust fund update will be moved to May meeting

3. Commemorative Library Card

A commemorative limited-edition library card is being considered to celebrate the re-opening of the Main Library at 239 S Kalmia Street. Input and guidance from the Board is requested on potential designs and subjects to be depicted on the card.



CITY of ESCONDIDO

LIBRARY BOARD OF TRUSTEES MEETING

April 09, 2026 at 6:00 PM

Staff Recommendation: Provide Direction (Library: Rino Landa, Library Director)

Presenters(s): Rino Landa, Library Director

Staff to provide photo option and trustees to provide feedback to staff

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.

Trustee Bunnell - Inquired about the writer's group and is interested in 'Crochet for Beginners'

President Reyes - Presented at Council meeting and shared about the interest in a branch location; is interested in crocheting class and is constantly checking library calendar because events get booked quickly

Secretary Luevanos - Utilizing Libby check-outs and digital services this past month; staff did a great job with calendar promotion

Trustee Bova - Shout out to Escondido school resident representing in the audience; visited libraries in three states and Escondido holds up

ADJOURNMENT

Meeting Adjourned at 6:37 p.m.



CITY of ESCONDIDO

LIBRARY BOARD OF TRUSTEES MEETING

April 09, 2026 at 6:00 PM

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.

5/14/2026 – 4:00 PM

6/11/2026 – 4:00 PM

7/9/2026 – 6:00 PM

8/12/2026 – 4:00 PM

9/10/2026 – 4:00 PM

PRESIDENT

ASSISTANT CITY CLERK



STAFF REPORT

May 14, 2026
Agenda Item #6

SUBJECT

Library Trust Fund Literacy Projects Expenses 2014-2025

RECOMMENDATION

Request that the Library Board of Trustees receive and file information regarding the Literacy 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 2014 to 2025, it was determined that thirteen purchases were made across Fiscal Years 2014 through 2025, totaling \$4,173.15. In addition, a deposit of \$10,395 from CIP funds was made into the Literacy Projects account in Fiscal Year 2021-22.

PREVIOUS ACTION

No previous action taken.

BACKGROUND

The Literacy Projects account was created in Fiscal Year 1996 with the intent to fund expenditures for providing Literacy services, programs, promotions, and miscellaneous literacy related costs.

All projects that are budgeted for in the Library Trust Fund, including the Literacy Projects, are approved by the City Council. Expenses can be applied to each of those project budgets based on the description from when the budget was originally approved. In the case of the Literacy Projects budget, "expenditures for providing Literacy services, programs, promotions, and miscellaneous literacy related costs" are approved and appropriate to be charged against that budget.

All project budgets are approved by City Council. This is accomplished through the budget process or independently, with a staff report and budget adjustment at any City Council meeting.

City staff reviewed expenditures from the Library Trust Fund Literacy Projects account, as well as the Library Board of Trustees agendas and minutes from 2014 through 2025. The following are the results of that review.



CITY of ESCONDIDO

STAFF REPORT

2014- Ten expenditures were identified in 2014.

2015 – No expenditures from the Literacy Projects account were noted.

2016 – Two expenditures were identified in 2016.

2017 – No expenditures from the Literacy Projects account were noted.

2018 – No expenditures from the Literacy Projects account were noted.

2019 – No expenditures from the Literacy Projects account were noted.

2020 – No expenditures from the Literacy Projects account were noted.

2021 – A deposit of \$10,395 from CIP funds was made into the Library Trust Projects account. However, no expenditures from the Literacy Projects account were noted.

2022 – No expenditures from the Literacy Projects account were noted.

2023 – No expenditures from the Literacy Projects account were noted.

2024- An expenditure of \$3,422.42 was made for the Literacy program's Literacy volunteer recognition dinner. Library Director Rino Landa requested the funds through the Assistant Director of Community Programs, who approved the expenditure.

2025- No expenditures from the Literacy Projects account were noted.

The Library Trust Fund budget is reviewed and approved annually by the City Council, and this approval includes authorization for designated City staff to administer and approve expenditures from the account in accordance with the adopted budget in alignment with the project description when initially created. To support transparency and provide the Board of Trustees with clear visibility into the financial status of the Library Trust Fund accounts, staff will be developing an informational process to deliver regular financial updates to the Board.

ATTACHMENTS

- a. FY 2014-2015 Library Trust Fund Literacy Project Expenditure Report
- b. FY 2015-2016 Library Trust Fund Literacy Project Expenditure Report
- c. FY 2021-2022 Library Trust Fund Literacy Project Expenditure Report
- d. FY 2024-2025 Library Trust Fund Literacy Project Expenditure Report

<u>Fund Dept Acct Acct Description</u>	<u>Prog</u>	<u>Expended Amount</u>	<u>Date</u>	<u>Type</u>	<u>ID</u>	<u>Vendor Short Name</u>	<u>Expenditure Description</u>
004 104 5101 Office/Operating Supplies	25010	36.21	08/06/2014	Voucher	00645404	STAPLES-001	34791 SUPPLIES
004 104 5101 Office/Operating Supplies		13.36	09/15/2014	Voucher	00648780	US BANK-001	AUGUST 2014
004 104 5101 Office/Operating Supplies		46.98	09/15/2014	Voucher	00648780	US BANK-001	AUGUST 2014
004 104 5101 Office/Operating Supplies		94.95	09/15/2014	Voucher	00648780	US BANK-001	AUGUST 2014
004 104 5101 Office/Operating Supplies		86.80	09/15/2014	Voucher	00648780	US BANK-001	AUGUST 2014
004 104 5101 Office/Operating Supplies		12.93	09/15/2014	Voucher	00648783	US BANK-001	AUGUST 2014
004 104 5101 Office/Operating Supplies		21.29	10/14/2014	Voucher	00651055	US BANK-001	Expense Distribution
004 104 5101 Office/Operating Supplies		68.62	10/14/2014	Voucher	00651055	US BANK-001	Expense Distribution
004 104 5101 Office/Operating Supplies		63.87	10/14/2014	Voucher	00651055	US BANK-001	Expense Distribution
004 104 5101 Office/Operating Supplies		79.72	11/14/2014	Voucher	00653596	US BANK-001	OCTOBER 2014

Expended For Account 5101 - Office/Operating Suppl 524.73

Total For Fund 004 - 524.73 (26.24%)

Budgeted For Fund 004 - 2,000.00

Remaining For Fund 004 - 1,475.27

<u>Fund Dept Acct Acct Description</u>	<u>Prog</u>	<u>Amount</u>	<u>Date</u>	<u>Type</u>	<u>ID</u>	<u>Vendor</u>	<u>Short Name</u>	<u>Expenditure Description</u>
004 104 5101 Office/Operating Supplies	25010	51.00	06/30/2016	Voucher	00701376	REGIONAL-001	US BANK-001	SHEILA RODRIGUEZ
004 104 5101 Office/Operating Supplies		175.00	06/30/2016	Voucher	00701461	US BANK-001		JUNE 2016
Expended For Account 5101 - Office/Operating Suppl		226.00						

Total For Fund 004 - 226.00 (15.32%)

Budgeted For Fund 004 - 1,475.27

Remaining For Fund 004 - 1,249.27

<u>Fund Dept Acct Acct Description</u>	<u>Prog</u>	<u>Amount</u>	<u>Date</u>	<u>Type</u>	<u>ID</u>	<u>Vendor</u>	<u>Short Name</u>	<u>Expenditure Description</u>
Total For Fund 004 -		0.00		(0.00%)
Budgeted For Fund 004 -		11,644.27						
Remaining For Fund 004 -		11,644.27						

Report ID: ESCF008
 Bus. Unit: ESG- City of Escondido

PeopleSoft GL
 PROJECT BUDGET/EXPENDITURES DETAIL
 Project 400839 - Literacy Projects
 Budget Period 2025, 01-JUL-2024 - 30-JUN-2025

Page No. 4
 Run Date 12/02/2025
 Run Time 01:53:22

<u>Fund Dept</u>	<u>Acct</u>	<u>Acct Description</u>	<u>Prog</u>	<u>Amount</u>	<u>Date</u>	<u>Type</u>	<u>ID</u>	<u>Vendor</u>	<u>Short Name</u>	<u>Expenditure Description</u>
004	104	5101 Office/Operating Supplies		3,422.42	07/29/2024	Voucher	00907861	LIBRARY SY-0		OUT OF CONTRACT 6/27-7/3

Expended For Account 5101 - Office/Operating Suppl 3,422.42

Total For Fund 004 - 3,422.42 (29.39%)
 Budgeted For Fund 004 - 11,644.27

Remaining For Fund 004 - 8,221.85



STATISTICS REPORT

Monthly Statistics 2025-2026		January	February	March
CIRCULATION:	Physical Materials	30,169	26,630	30,429
	Digital Materials	8,592	7,815	7,459
	<i>Overdrive Libby</i>	7,275	6,387	6,896
	<i>Hoopla</i>	583	545	563
	Total Circulation	38,761	34,445	37,888
	Holds Satisfied	1,800	1,635	1,530
INTER-LIBRARY LOANS:	ILLs Checked Out	1	2	5
	Link+ Items Borrowed (EPL patrons)	380	323	380
	Link+ Items Lent (to patrons at other libraries)	187	190	162
POPULATION & BORROWERS:	Total Registered Borrowers	100,692	101,347	102,008
	New Cards	844	655	658
	Monthly Unique Borrowers - Physical	4,435	3,819	4,353
	Monthly Unique Borrowers - Digital	2,609	2,553	2,420
REFERENCE QUESTIONS:	Total Reference Transactions	5,820	4,938	4,278
LIBRARY SERVICES:	Public Service Hours	250	230	260
	Library Visits	19,921	19,430	21,035
ELECTRONIC SERVICES:	Users of Public Internet Computers	486	507	459
	Wireless Sessions	5,418	4,477	6,593
	Number of Website Visits	12,246	10,061	10,797
VOLUNTEERS:	Total Active Volunteers	87	71	65
	Total Volunteer Hours	941	611	705
PROGRAMS:	# of live, in-person programs	135	130	73
	Live, in-person attendance	1,291	2,164	2,327
	# of live, virtual programs	-	-	-
	Live, virtual program attendance	-	-	-
	# of pre-recorded programs	-	-	-
	# of views of recorded program content	-	-	-
	# of live, off site programs (outreach)	4	5	4
PIONEER ROOM:	Live, off site program (outreach) attendance	171	110	373
	Pioneer Room Visits:	550	550	550
	Digital Collection Items Accessed:	466	465	240
LITERACY:	On-Site Items & Resources Accessed:	163	89	139
	Class Attendance	54	86	110
	Classes Taught	14	29	32
	Active Learner Pairs	31	30	30
	Books Distributed	2	161	155
	# of take home kits given out	80	80	80

Notes: New additions to the report are highlighted in yellow. Updates to prior reports are in blue. Unverified data in red.





LIBRARY DIRECTOR'S REPORT

“Phase 2” Library FFE Purchases

During April, library administration worked with City staff and vendors to finalize a second phase of furniture, fixtures, and equipment purchases for the library renovation. While the majority of FFE was purchased earlier in the year, this phase includes several items that were not ultimately covered by the construction grant, such as built-in storage for the Children’s staff offices.

Other key purchases include replacement desks for library administration, as the original desks were damaged during the move into storage, and mobile shelving to provide additional support for the Children’s Library. The majority of these purchases are expected to be funded through the Library Foundation’s pledged \$105,000 contribution, with previously approved Library Trust funds used to complete the remaining balance. Once these items are purchased, all critical FFE purchases for the renovation project will be complete.

OverDrive Statistics Update: Sora

Library administration recently learned that both the Escondido Union School District and Escondido Union High School District have subscribed to Sora, a digital library platform designed for schools. Sora is provided by the same company that powers Libby/OverDrive for Escondido Public Library.

As a result, many local elementary and middle school students are able to access the Library’s OverDrive purchases through the Sora app. An initial review of checkouts attributed to Sora showed that the Library has been undercounting K–8 digital checkouts by approximately half. Library administration learned this too late to update the statistical reports for this meeting; however, staff plan to review the impact of Sora more closely and meet with school district representatives to better understand how the districts are supporting digital reading.

This review will also help identify how the public library can make the most impactful digital purchases while limiting unnecessary duplication in purchasing and services across local educational partners.

Commemorative Library Cards

With the Library’s reopening now targeted for August, and with a shorter production timeline than originally anticipated, library administration is taking additional time to develop and share design options for a commemorative library card celebrating the renovation and reopening.





We now anticipate sharing public-facing design options in May and ordering the cards in mid-June. Staff are also working to gather input from the two mural artists who have contributed artwork to the Library, with the goal of exploring whether their work may be incorporated into a library card design.

APRIL HIGHLIGHTS

April was a strong month for community engagement, with library staff offering programs and outreach opportunities that supported cultural learning, environmental education, creativity, literacy, and local history. Highlights from the month reflect the Library’s continued focus on meaningful partnerships, responsive programming, and connecting residents with services and resources during the renovation transition.

YOUTH SERVICES

Youth Services offered a variety of programs in April that encouraged curiosity, creativity, and family engagement.



A key highlight was **Backyard Buzz: San Diego’s Backyard Pollinators**, a family-oriented program presented in collaboration with the San Diego Natural History Museum. The program introduced **49 attendees** to urban wildlife, including several of San Diego’s more than 700 species of bees. Participants learned about the important role pollinators play in local ecosystems and explored practical ways to create pollinator-friendly outdoor spaces at home. This partnership provided an engaging opportunity for families to connect environmental education with

everyday actions they can take in their own yards and neighborhoods.

Other Youth Services programs continued to support hands-on learning and creative expression. **Tween Art Squad** welcomed **23 attendees**, who created their own felt succulent planters. The activity gave tweens an opportunity to build artistic skills while completing a project they could take home and enjoy.



Paws to Read, presented in partnership with Love on a Leash, hosted **60 participants**. This ongoing program gives children the opportunity to practice reading in a welcoming, low-pressure environment with trained therapy dogs, helping build confidence, fluency, and positive associations with reading.





Teen programming also offered creative opportunities this month. **Teen Art Studio** welcomed **18 attendees** for a hands-on perfume-making program using essential oils. Participants learned about fragrance blending and created several personalized signature scents to take home. The program encouraged experimentation, self-expression, and social connection among teen participants.



Youth Services staff supported several additional community outreach events throughout the month. On April 3, staff visited **Children’s Paradise Spring Camp**, where students ages 6 to 12 learned about library services, free events, and available resources. Adult Literacy Services also participated, providing each student with a free book. On April 8, staff participated in the City of Escondido’s **Art and Culture Month** event at Queen Califia’s Magical Circle, where Ms. Eveleen shared a story based on *Meany, Meany and the Lost Toys*.

ADULT SERVICES

In April, library staff offered several programs that supported cultural learning, environmental stewardship, and hands-on skill building.



In recognition of Arab American Heritage Month, we hosted **Tatreez: Palestinian Embroidery for All** on April 18. Led by Adult Crochet facilitator Angela ElKhoury and her family, the workshop introduced **22 attendees** to *tatreez*, a traditional form of Palestinian embroidery. Participants learned about *tatreez* as an expression of heritage, resistance, and *sumud*—steadfastness—before practicing embroidery techniques. Attendees had the opportunity to stitch their names in Arabic characters or create a traditional pattern designed by Angela and her mother. The program created a meaningful space for cultural exchange, and patron feedback was highly positive, with many attendees expressing interest in future workshops focused on global traditions and cultural arts.

On April 22, staff hosted **Earth Day Oak Seedlings with Jim Crouch**. Jim, a retired Valley Center science teacher and representative of Re-Oak California, spoke with **16 attendees** about the importance of preserving and repopulating native oak trees in Southern California. Each participant received an oak seedling to take home, along with practical guidance on planting, care, and propagation. Patrons responded enthusiastically and requested additional programs focused on conservation, nature, and environmental education.





We also partnered again with LUSH for the April 23 program **Seed Bombs & Bath Bars**, which **welcomed 20 attendees**. Participants created seed bombs using soil, water, air-dry clay, and locally sourced native San Diego wildflower seeds while learning how these materials can support pollinators and local ecosystems. LUSH staff then led attendees in making packaging-free Comforter Bubble Bars, connecting the activity to broader conversations about sustainability and low-waste products. This partnership provided a creative and accessible way for patrons to engage with Earth Day themes.



The month concluded with the return of **Library Kitchen: Cookie Decorating** on April 30. Following the strong response to February’s pasta-making program, **23 attendees** participated in this hands-on class focused on basic decorating tools and techniques. Because the Library does not have a stove or oven, patrons prepared royal icing and decorated 100 Earth Day-themed cookies generously donated by Jimbo’s. Participants followed three guided designs before creating their own. The program encouraged creativity, confidence, and connection in a welcoming, judgment-free environment.

THE PIONEER ROOM

In April, the Pioneer Room **served 61 patrons** while continuing steady progress on several backlogged archival collections. Staff advanced processing work on the **Graham Humphry Jr. Collection** and the **Peter Bashta Collection**, helping improve long-term access to important local history materials.

The Pioneer Room also supported community partners and local history initiatives throughout the month. Staff assisted John Archer with research for his “**Lost Town of Bernardo**” walking tour and provided support to the Old Escondido Historic District for its upcoming **Mother’s Day Home Tour**. These efforts reflect the Pioneer Room’s ongoing role as a resource for historical research, preservation, and community storytelling.





COMMUNITY CONNECTIONS (OUTREACH)

In April, library staff participated in several outreach events that strengthened community connections, promoted library services, and gathered valuable feedback from residents and partner organizations.

On April 4, the library team attended **Earth Day Escondido** at Washington Park. Organized by Councilmember Consuelo Martinez and Earth Day Escondido, the event brought together 30 exhibitors and vendors focused on health, nutrition, gardening, sustainability, upcycled products, education, and creative arts. Staff connected with **130**



community members and families, sharing information about library services, resources, upcoming programs, and the temporary mall location. The event also provided an opportunity to speak directly with residents about their needs and interests, particularly around future programming and resource access. Staff also networked with community vendors and organizations to explore potential partnerships for upcoming library programs.

On April 9, staff visited **Cypress Court Independent Assisted Living** to provide an overview of current library services and upcoming updates. Staff delivered a presentation to **25 residents**, highlighting available programs, library resources, renovation updates, and services offered at the mall location. The visit also resulted in **seven new library cards** being issued to residents. Attendees asked thoughtful questions about the renovation and how to access library services during the transition. Staff also gathered input from residents about programming and service needs, helping ensure that outreach to older adults continues to reflect community interests and access barriers.

Library staff also participated in **Serra Adult Services Professional Day** at the San Diego Central Library on April 23. The workshop focused on library outreach services and was attended by **130 library professionals** from the San Diego region. Staff shared information about Escondido Public Library’s programs, services, and outreach activities with **41 librarians**, while also learning about outreach models used by other library systems. The event created opportunities for professional networking, idea sharing, and potential future collaborations.

