



# Library Advisory Board

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## Minutes

**In-person Meeting**  
**August 26, 2024 – 7:00 p.m.**  
**Council Chambers**

### **CALL TO ORDER**

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*Announce the presence of a Quorum.*

Justin Strauch called the meeting to order at 7:02 p.m. The following Library Board members were present: Justin Strauch, Brian Ortiz, Monica Munoz, Roberta Schaafsma, Zachary Todd & Ofilia Barrera Board Liaison. Board members not present: Toshia Kimball & Irene Chavira

### **STAFF SPOTLIGHT**

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*Erica Arena, Adult Services Librarian*

Erica Arena shared with the Board a summary of her experiences since earning her MLS in 2005.

### **CITIZENS COMMENTS ON NON-AGENDA ITEMS**

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*Residents may address Board regarding an item that is not listed on the Agenda. Residents must provide their name and address. Board requests that comments be limited to three (3) minutes. In addition, the Board is not allowed to converse, deliberate, or take action on any matter presented during citizen participation.*

*No citizens were present at the meeting.*

### **CONSENT AGENDA**

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- 1. Consider, and act upon, approval of July 22, 2024 Library Advisory Board Meeting minutes.**

#### **Board Action:**

A motion was made by Brian Ortiz, seconded by Roberta Schaafsma, to approve the minutes as presented. A vote was taken and the motion passed 5-0.

### **REGULAR AGENDA**

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#### **WORK SESSION – DISCUSSION ITEMS**

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##### **WS1. Library Fine Elimination Presentation for City Council.**

Ofilia Barrera walked the Board through the Library Fine Elimination Presentation to allow for any suggestions or feedback prior to taking the proposal to the City Council in September. Following the presentation and feedback, the Board took a verbal vote with all in favor of Ofilia presenting at the next

City Council meeting. The Board will plan to attend that meeting in support of the proposed policy change.

**WS2. Review the monthly report.**

Data provided to the Board in the monthly report included program attendance, resource usage by patrons, and staff meeting/training highlights for the period of July 18, 2024 to August 21, 2024. Ofilia Barrera also shared recaps of the WFR Narcan Implementation meeting, the Women Leading Government MasterClass, and her meeting with a WISD NJHS student for the creation of an English tutoring program at the library.


Next month's report will include annual totals covering the past three fiscal years.

**WS3. Review upcoming programs.**

Ofilia Barrera presented a list of upcoming events & programs for the month of September including the return of all regular fall programming.

**ADJOURNMENT**

A motion was made by Zachary Todd, seconded by Monica Munoz, to adjourn the meeting at 7:47 p.m. A vote was taken and the motion passed 5-0.



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**Justin Strauch, Chair**