



Library Advisory Board

Minutes

In-person Meeting
October 27, 2025 – 7:00 p.m.
Council Chambers

CALL TO ORDER

Announce the presence of a Quorum.

Justin Strauch called the meeting to order at 7:00 p.m. The following Library Board members were present: Justin Strauch, Monica Munoz, Mallory Morris, Toshia Kimball, Sarah Sponsel, Zachary Todd, Brian Ortiz & Ofilia Barrera Board Liaison.

CITIZENS COMMENTS ON NON-AGENDA ITEMS

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

- 1. Consider, and act upon, approval of September 22, 2025 Library Advisory Board Meeting minutes.**

Board Action:

A motion was made by Zachary Todd, seconded by Monica Munoz, to approve the minutes as presented. A vote was taken and the motion passed 7-0.

WORK SESSION – DISCUSSION ITEMS

WS1. Staff Spotlight: Nina Davis, Adult Services Librarian.

Nina Davis provided the Board with a brief look into her career as a librarian over 30 years, with the last 15 being an Adult Services Librarian at the Smith Public Library. She spoke on her responsibilities in regards to collection development and many programs such as: Mystery Nights, Book Clubs, concerts, and genealogy.

WS2. Review FY 25 Stats.

Ofilia Barrera shared circulation statistics for physical and digital items with direct comparison of recent fiscal years. Data showing the minimal impact of Fine Free on past due items was reviewed as well.

WS3. Review Monthly Report.

Ofilia Barrera guided the Board through statistics regarding program attendance and resource usage for the period of September 11, 2025 to October 15, 2025. All programs are in full swing, following the back-to-school period, and attendance numbers are up. Digital resource usage is expected to continue to climb as patrons settle into winter weather routines. Ofilia shared additional information on select meeting and training highlights.

WS4. Upcoming Friends of the Library Events.

Brief descriptions of Spooky Night and D.E.A.R. were provided by Ofilia Barrera. The date listed for the second D.E.A.R. program was clarified as December 30, 2025 and the Murder Mystery Night noted as being canceled.

WS5. Review Upcoming Library Programs.

Ofilia Barrera presented a list of upcoming programs for the month of November and gave an overview of Device Drop-In. The Board was also reminded the next meeting will take place on January 26, 2026.

ADJOURNMENT

A motion was made by Zachary Todd, seconded by Toshia Kimball, to adjourn the meeting at 7:49 p.m. A vote was taken and the motion passed 7-0.

Justin Strauch, Chair