



Library Advisory Board

Minutes

In-person Meeting
July 28, 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, Zachary Todd, Mallory Morris, Sarah Sponsel, Toshia Kimball & Ofilia Barrera Board Liaison. Board members not present: Brian Ortiz

INTRODUCE NEW BOARD MEMBERS

Ofilia Barrera introduced new Board Members, Mallory Morris and Sarah Sponsel.

STAFF SPOTLIGHT

Lisa Galletta, Assistant Director

Lisa Galletta shared her work and educational backgrounds, providing the Board with a description of her varied experiences leading to her role as Assistant Director. She also provided an overview of her duties in this role and some of the events sponsored by the Friends of the Library.

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 June 23, 2025 Library Advisory Board Meeting minutes.**

Board Action:

A motion was made by Toshia Kimball, seconded by Monica Munoz, to approve the minutes as presented. A vote was taken and the motion passed 6-0.

REGULAR AGENDA

- 1. Nominate and vote on Board Chair**

Board Action:

The nomination of Justin Strauch for Board Chair was made by Toshia Kimball and seconded by Monica Munoz. A vote was taken and the nomination passed 6-0.

2. Nominate and vote on Board Vice Chair**Board Action:**

The nomination of Toshia Kimball for Board Vice Chair was made by Justin Strauch and seconded by Monica Munoz. A vote was taken and the nomination passed 6-0.

WORK SESSION – DISCUSSION ITEMS

WS1. Overview of the Collection Development Policy.

Ofilia Barrera presented the Board with a copy of the current Collection Development Policy. She elaborated on the purpose of the policy; and explained the process and Board's role if a concern were brought before the Library Advisory Board.

WS2. Update on FY 26 Budget.

In regards to next year's budget, Ofilia Barrera shared that the request for Interlibrary Loan funds is still being considered. Furthermore, there will be a carryover of approximately \$6,000, to the next fiscal year, for new shelving that has been ordered but may not arrive until November.

WS3. Review Monthly Report.

Ofilia Barrera walked the Board through statistics regarding program attendance and resource usage for the period of June 19, 2025 to July 23, 2025. Additionally, a new counter system is expected to go into use during September that will be located at the main entrance. The library anticipates attendance numbers to rise somewhat for the new system will count people entering the building, some of which specifically head immediately to programs within the lobby and meeting rooms, but never actually visit the main area of the library.

ADJOURNMENT

A motion was made by Monica Munoz, seconded by Zachary Todd, to adjourn the meeting at 8:10 p.m. A vote was taken and the motion passed 6-0.

Justin Strauch, Chair