



Library Advisory Board

Minutes

In-person Meeting
March 23, 2026 – 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, Mallory Morris, Toshia Kimball, Sarah Sponsel, Zachary Todd, Brian Ortiz & Ofilia Barrera Board Liaison. Board members not present: Monica Munoz

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

A. Consider, and act upon, approval of February 23, 2026 Library Advisory Board Meeting minutes.

Board Action:

A motion was made by Zachary Todd, seconded by Brian Ortiz, to approve the minutes as presented. A vote was taken and the motion passed 6-0.

REGULAR AGENDA

1. Review and approve Library Advisory Board Bylaws.

Board Action:

A motion was made by Zachary Todd, seconded by Mallory Morris, to reject the Library Advisory Board Bylaws as presented, with the understanding it will be brought before the Board after the correction of some minor typographical errors and clarification of residency requirements. A vote was taken and the motion passed 5-1.

2. Review and approve Patron Behavior Policy.

Board Action:

A motion was made by Toshia Kimball, seconded by Zachary Todd, to approve the updated Patron Behavior Policy as presented with the addition of “includes, but is not limited to” in multiple sections of the policy. A vote was taken and the motion passed 6-0.

WORK SESSION – DISCUSSION ITEMS

WS1. Staff Spotlight: Elizabeth Tate, Public Services Supervisor.

Elizabeth Tate provided the Board with a description of the Adult Services Department team and spoke on some existing programs. She also gave insight to several upcoming workshops, talks, and events for spring.

WS2. Review Monthly Report for February.

Utilizing both, the At A Glance Report and the more detailed Monthly Report, Ofilia Barrera walked the Board through statistics regarding program attendance and resource usage for the period of February 12, 2026 to March 11, 2026. In regards to meeting and training highlights, additional information was provided concerning First Amendment Auditor training, ADA Website Compliance training, and planning for the Summer Kickoff event.

WS3. Review Upcoming Programs for April 2026.

Ofilia Barrera provided a list of upcoming programs for the month of April and reminded the Board that all storytimes will continue through the month and then take a break in May.

ADJOURNMENT

A motion was made by Toshia Kimball, seconded by Brian Ortiz, to adjourn the meeting at 7:46 p.m. A vote was taken and the motion passed 6-0.

Justin Strauch, Chair