

ONTARIO CITY LIBRARY BOARD OF TRUSTEES AGENDA



CITY COUNCIL CHAMBERS
303 E. B STREET • ONTARIO, CA 91764
April 11, 2023 • 6 PM

CALL TO ORDER

6:00 PM

PLEDGE OF ALLEGIANCE

ROLL CALL

Lanthripe Lawliss Mena Ricci

INTRODUCTIONS

MINUTES

MOTION TO APPROVE MINUTES FOR March 14, 2023 /

Lanthripe Lawliss Mena Ricci

PUBLIC COMMENTS

The Public Comment portion of the Library Board meeting is limited to 15 minutes total, with each speaker allowed a maximum of 3 minutes. Additional speakers are allowed 3 minutes each at the end of the meeting. Prior to consideration of each old or new business agenda item, a speaker will be allowed a maximum of 3 minutes to comment on that specific item. Under provisions of the Brown Act, the Library Board is prohibited from taking action on oral requests.

CITY COUNCIL REPRESENTATIVE

CONSENT CALENDAR

MOTION TO APPROVE CONSENT CALENDAR FOR March 2023 /

Lanthripe

Lawliss

Mena

Ricci

DIRECTOR'S REPORT

STAFF REPORT

1. Introduction of New Staff: Veronica Cortez & Tabitha Buckner
2. Zip Books (Shawn Thrasher)
3. Beverly Cleary Young Readers Room Ribbon Cutting (Briana Ochoa)
4. Bike Locks and Calculators (Steven Arechiga)

OLD BUSINESS

NEW BUSINESS

BOARD COMMENTS

As a reminder, please make sure board comments pertain to the library and library business.

Lanthripe

Lawliss

Mena

Ricci

FUTURE AGENDA ITEMS

1. Ontario Promise Corps
2. Summer @ Ontario City Library
3. Built on Water – Ontario Museum of History & Art

ADJOURNMENT

THE ONTARIO CITY LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
OVITT FAMILY COMMUNITY LIBRARY
215 East C Street
March 14, 2023
(Subject to Board approval)

CALL TO ORDER This meeting was called to order by Board President Crisol Mena at 6:00 p.m.

PLEDGE OF ALLEGIANCE Led by Crisol Mena, Board President

MEMBERS PRESENT Board Secretary Ann Lawliss, Board member Elizabeth Ricci were present.

MEMBERS ABSENT Board Vice President, Gina Lanthripe.

ALSO, PRESENT Library Director, Shawn Thrasher, Library Services Manager, Daisy Flores, Library Services Manager, Kelly Zackmann, Librarian, Rachelle Chasey, and Senior Library Assistant Steven Arechiga.

INTRODUCTIONS None

PUBLIC COMMENTS
No Public comments were made

MINUTES

Motion: Moved by Board Secretary Lawliss , seconded by Board member Ricci and unanimously carried to approve the February 14, 2023 minutes.

CITY COUNCIL REPRESENTATIVE

City Council Representative Debra Porada.

CONSENT CALENDAR

Motion: Moved by Board member Ricci, seconded by Board Secretary Lawliss and unanimously carried to approve the Consent Calendar for February 2023.

DIRECTOR'S REPORT

Library Director Shawn Thrasher spoke about the following items:

Librarian Danielle Sanchez who is our Teen Librarian at Lewis Family Branch will be leaving to go work at San Bernardino City Library near her home, we are happy for her, but we are very sad. We will be hiring

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two (2) new Librarians to fill her position and Sofia Araya's. Also, we will have two (2) new employees starting in the next couple of weeks, who will come to the next Board meeting to be introduced.

STAFF REPORT

Yarntario and Cucamonga Chess Club: Two volunteer-led Programs

Shawn Thrasher, Library Director presented:

Background:

Yarntario and Cucamonga Chess Club are two volunteer-led programs that occur regularly at Ovitt Family Community Library.

Prior to the pandemic, Yarntario was known as A Good Yarn: Knit and Crochet Club. It was managed by staff who no longer work at the library and went dark during the pandemic closure. In 2021, an active attendee of that program, Matthew Jaramillo, approached the library to inquire as to the return of the knit and crochet gathering. The library director and Jaramillo worked together to restart the program. Jaramillo also suggested changing the name to Yarntario. The library did social media and marketing to encourage people to attend. The first program had over 20 attendees of all ages and backgrounds. Yarntario meets every Tuesday evening at Ovitt Family Community Library from 6-8pm, usually in the Ovitt meeting room. Originally, the group was meeting in the library's literacy classroom, but soon outgrew this space. Jaramillo started an Instagram account to showcase the program which he manages; the library provides additional marketing, space to meet and store supplies, and other types of support for the program. The library has purchased some supplies for the program out of the library's programming budget as well, including yarn and knitting needles. Two volunteers mainly oversee the program: Jaramillo, and Stacy Hu. This includes set up and tear down. The program has approximately 15-20 attendees each Tuesday, weather and holidays excepting. Members range from seasoned knitters and crocheters, those trying to increase their skills, and newbies wanting to learn. All ages are welcome, but parents are encouraged to stay with young children.

Ian Erickson, a local college student, approached the library in 2021. His group, Cucamonga Chess Club, started in summer 2021 and had been meeting outside in parks to play. With the advent of colder weather, he was looking for a place to meet indoors. The library agreed to provide a space and market the group through flyers and social media; local community members donated chess boards for the group. The group has been meeting on the first and third Saturdays of every month since January 2022. The average attendance has been around ten players per meeting. A mix of all ages and backgrounds attend the program. Similarly, to Yarntario, the group was meeting in the library's literacy classroom but also outgrew this space and have subsequently moved into the library's meeting room. In December 2022, Friends of Ontario City Library allocated funds to purchase more items needed by Cucamonga Chess Club, including timers. Cucamonga Chess Club and the Friends of Ontario City Library are also in discussion to host a chess tournament as a fundraiser for the Friends while also providing prize money to winners.

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Director Thrasher also read some statistics on the value of Public Libraries and invited the Board to see the details of these values at: <https://www.library.ca.gov/wp-content/uploads/2021/09/Value-of-Libraries.pdf>.

A copy of this presentation is available upon request from the Library Director.

Board member Ricci thanked Mr. Jaramillo for giving back to the community.

Secretary Lawliss also commented on her appreciation for Mr. Jaramillo's community involvement in Yarnario.

Board President Mena thanked Mr. Jaramillo for helping to highlight this in the community and commented on how she loves the value that this hobby instills in bringing people together and the lifelong learning aspect of the activity.

City Council Representative Debra Porada commented that the chess club was eye-opening to her and thanked everyone for their involvement. She also asked if Director Thrasher could start a wish list from these volunteer group what they might need (needles for Yarnario) or other supplies and make it known so others can donate.

STAFF REPORT

2023 State of The City

Daisy Flores, Library Services Manager presented:

Background:

This year Ontario will host two events for the State of the City. The State of the City Business Address will be held on Wednesday, March 22 at 5 PM in the Ontario Convention Center and the Community Open House will be held on Saturday, March 25 at 1 PM in Ontario Town Square. Library staff attends both events, networking at the Business Address and hosting a booth at the Community Open House.

The Business Address, held at the Ontario Convention Center, will be a time for networking, including a presentation that features the Mayor and City Council and have various business leaders in attendance. This is an opportunity for Library Board members to share their positive experiences as residents and leaders in the City of Ontario.

The Community Open House will feature city departments and agencies highlighting the many services provided to residents. This event will be outdoors and held at Ontario Town Square. There will be booths, city vehicles, and activities for community members to enjoy.

Library Board Members attending these events have responsibilities to make themselves available to attendees, interact with people from other organizations, answer questions about the city, make connections that could lead to partnerships for the library, and share about the library's programs and services.

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A copy of this presentation is available upon request from the Library Director.

STAFF REPORT

Early Literacy: From Family Place to LLBF

Rachelle Chasey, Librarian presented:

Background:

In 2011 the Ontario City Library was the recipient of a \$30,000 grant from the California State Library under its California Family Place Library Program. This grant is the foundation and has led the way to what would eventually become the Ontario City Library's Little Learners, Big Futures initiative. The Ontario City Library is proud to provide exposure to early childhood learning activities and raise early childhood development and school readiness awareness and the Family Place project set the framework.

The California Family Place ensured that the Ontario City Library would be able to expand its professional relationships with local early learning agencies and organizations, build community outreach and provide a shared space for children ages 0-4 and their families.

A Family Place Library builds on the knowledge that early learning, parental involvement and supportive communities play a critical role in a young child's growth and development.

In 2012, the Family Place area was created at the Ovitt Family Community Library in the children's area. The Family Place grant also funded parent/child workshops that were held quarterly at the Ovitt Family Community Library and off site at numerous recreation centers. In 2013, a Family Place area was created at the Lewis Family Branch. The Family Place grant also funded a parenting collection which was first created at the Ovitt Family Community Library and then at the Lewis Family Branch. Both collections are located near the Family Place area, making it an ideal browsing section.

The Ontario City Library has been dedicated to early learning and literacy for many years. With innovative and supportive programming for children ages 0-5, our Little Learners, Big Futures initiative encourages a child's success to start at home. Both library branches provide innovative early childhood programming that fall under the LLBF umbrella.

The following programs are Lewis specific.

- Reggio Emilia for Little Learners: The Reggio Emilia approach is an educational philosophy based on the principals of respect, responsibility and community through exploration, discovery and play.
- Dramatic Play for Little Learners: These programs encourage little learners to take on roles and act them out in a way of exploring themselves and their surroundings. Academic research calls this "sociodramatic play" but

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in all essence it is “pretending.”

- S.T.E.AM for Little Learners: S.T.E.A.M programming is essential to early childhood education as it allows little learners to explore, experiment and create in a safe and nurturing environment.

A copy of this presentation is available upon request from the Library Director.

Board member Ricci thanked the Librarian Chasey for the program as she appreciated the specials needs programs.

Board Secretary Lawliss also thanked Librarian Chasey for this “great program”.

Board President Mena thanked Librarian Chasey for the presentation and the program as she too has had experience with special education needs.

City Council Representative Porada commented on how the Board can help the school district give more attention to the reading needs of children if they are not reading at their level.

Library Services Manager, Daisy Flores informed the Board that the Library had connected with Ontario Montclair School District’s Parent Education Center (OMSD) and they will have their representatives help the Library communicate the Library’s programming and services. In addition, the Library will be presenting their services to OMSD in the coming weeks with parents doing tours of the library which will help strengthen the partnership.

STAFF REPORT

National Library Week

Steven Arechiga, Senior Library Assistant presented:

Background:

The Ontario City Library will be celebrating its annual National Library Week from April 23 - 29, 2023. The Ovitt Family Community Library will be having its second “Date Your Library” event on Wednesday, April 26, from 5-7pm. Library patrons will have the chance to speed date the library by stopping at specific points throughout the library to get elevator pitches on a variety of programs and services. Kids can simulate working in a library through dramatic play, teens will learn about the various equipment in our lightspeed makerspace, and adults can visit our Model Colony local history room, workforce development office or our veteran’s resource to name a few. The Lewis Family Branch will also celebrate National Library Week with the with activities throughout the week and a “Love Learning and the Library” program for adults on 4/25 from 6:30p -7:30p.

Senior Library Assistant Arechiga asked Library Board members to consider a motion to approve two for the price of one movie checkouts during the entirety of National Library Week.

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Board member Ricci made the motion to approve two for the price of one movie checkouts during the entirety of National Library Week, the motion was seconded by President Mena and unanimously approved.

OLD BUSINESS

None

Public Comment:

None

NEW BUSINESS

None

Board member Comments:

Board Secretary Lawliss commented that Edison Elementary where her children attend had a “Read-a-thon” and she asked Library Director Thrasher to connect her with Supervising Librarian Briana Ochoa which allowed there to be a Library table to be set up at the school at the “a “Read-a-thon” which resulted in 75 new library cards from the school. Ms. Lawliss also wanted to invite the Recreation & Community Services Department to partner up with the school and would be reaching out to the agency to inquire.

Board member asked Library staff if there were classes for young adults in Home Economics offered at the Library, for life skills such as banking, cooking, cleaning, laundry, gardening, etc.?

Director Thrasher replied that there have been in the past “how to adult” classes, but did not what was coming up, and they were offered once a quarter and these classes would be publicized usually through social media and flyers. He also invited the Board to send suggestions for classes to him and see what can be offered to the public as well any teachers for these classes.

FUTURE AGENDA ITEMS

Ontario Promise Corps
Zip Books
Summer at OCL

ADJOURNMENT

Board President Mena adjourned the meeting at 6:59 p.m.

Submitted

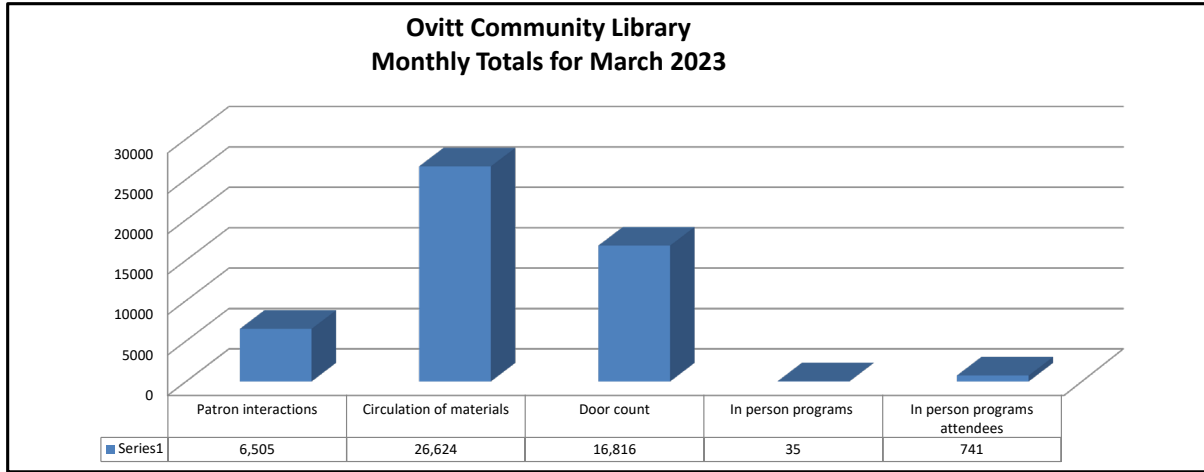
Nelva Costello, Senior Administrative Assistant

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APPROVED:

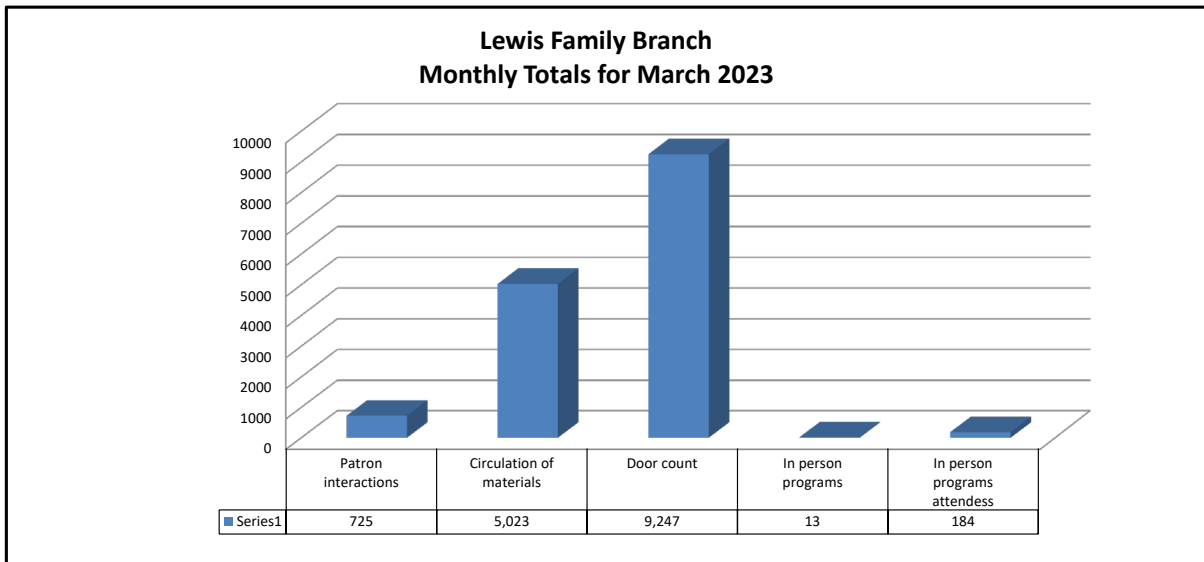
**City of Ontario Ovitt Community Library
Total Statistics for the Month of March 2023**

Site	Patron interactions	Circulation of materials	Door count	In person programs	In person programs attendees
Ovitt	6,505	26,624	16,816	35	741



**City of Ontario Lewis Family Branch
Total Statistics for the Month of March 2023**

Site	Patron interactions	Circulation of materials	Door count	In person programs	In person programs attendees
Lewis	725	5,023	9,247	13	184





CITY OF ONTARIO COMMUNITY LIFE & CULTURE

Agenda Report
April 11, 2023

SECTION: STAFF REPORTS

Department: Library
Prepared By: Daisy Flores
Staff Member Presenting:
Daisy Flores

Action: Report & File

SUBJECT:

Zip Books

AGENDA REPORT SUMMARY

Ontario City Library has a vast popular materials collection, but at times patrons will desire a book that the library does not own. The California State Library has awarded grants that help libraries purchase those books in a way that allows patrons to get them rapidly, this grant and service is known as Zip Books.

The annual grant has been a part of Ontario since 2018, it runs for approximately half of a fiscal year. For the 2022 – 2023 fiscal year, the award Ontario received was \$12,728. The Zip Books service began in January and is available through June 2023. If a patron does not find a book they desire in the library collection, staff will offer to order it for them through Zip Books. Patrons can request a Zip Book themselves through an online form or through a library staff member.

If the book in question fits the required criteria, the item is ordered by staff and shipped directly to them through Amazon. After it is returned, the library can add the item to its collection for others to check out. This service is available to adults with a valid Ontario City Library card. There is no charge for requests, and up to five requests can be in process at a time. All Zip Books are on loan for a six-week period. Patrons with books more than six weeks overdue will not be able to request additional books until the previous books are returned. Once returned, staff evaluate the book using our collection development policy and guidelines for addition to the collection for other patrons to enjoy.

To order a Zip Book patrons must:

- be 18+ years old.
- have an Ontario City Library account in good standing.
- have fewer than five Zip Books ordered this calendar month.
- have fewer than five Zip Books out at the time of ordering.
- have fewer than \$100 worth of purchases this calendar month.

Acceptable Zip Books requests are:

- standard print books, large print books, or CD audiobooks in any language sold on Amazon for less than \$60 including tax and shipping.
- not currently in the Ontario City Library catalog.
- not textbooks, study guides, or workbooks.

The Zip Books grant supplements the library's strong collection. Library staff have received a lot of positive feedback from patrons about the quick service and expressed gratitude for being able to get the books they desire. If the grant is offered next fiscal year, staff will reapply in hopes of continuing the service.

This project was supported in whole or in part by funding provided by the State of California, administered by the California State Library.

Zip Books

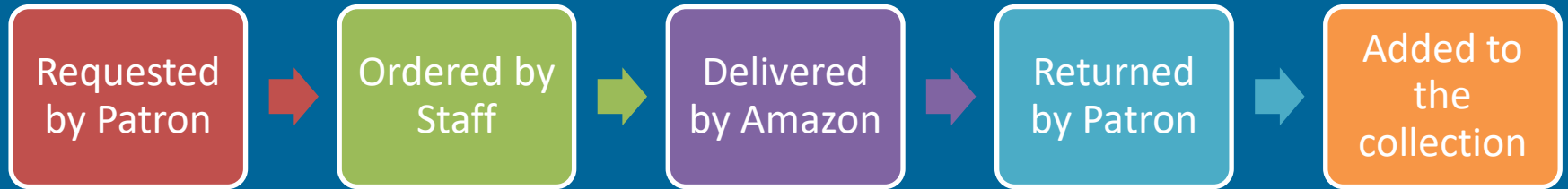
Presented By:
Library Staff
March 2023

Zip Books

- Grant funded \$12,728
- Collection supplement

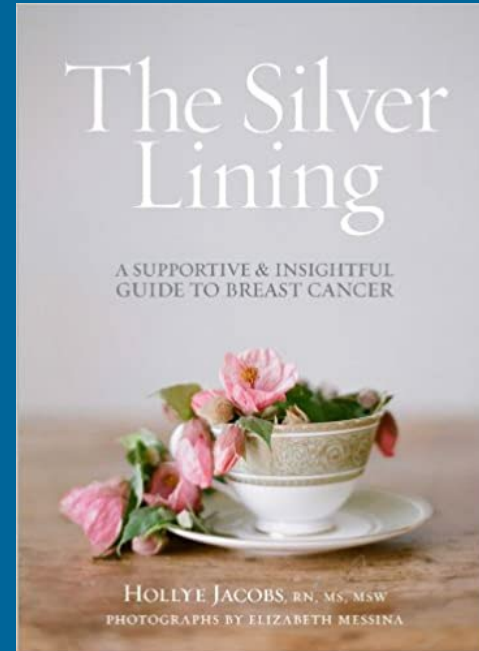


Zip Books Process & Criteria



Zip Books Patron Stories

Dear Library Personnel, April 29, 2022
I just finished reading "A Silver Lining," an autobiography by Hollye Jacobs. It was an awesome + inspiring book for anyone who has cancer. It was not only informative but also positive to always look for a silver lining amidst pain + uncertainty. The photographs are taken by a professional photographer + are beautiful. It even includes a glossary in the back of the book which explains medical terms in laymans language. I have several friends who have cancer + have already recommended this book to them. It's a great book. Thank you for ordering it! [redacted] (with stage 4 cancer)



Thank you!



CITY OF ONTARIO COMMUNITY LIFE & CULTURE

Agenda Report
April 11, 2023

SECTION: Click or tap here to enter text.

Department: Ontario City Library
Prepared By: Briana Ochoa
Staff Member Presenting: Briana Ochoa
Approved By: Shawn Thrasher
Action: Choose an item.

SUBJECT

Beverly Cleary Young Reader's Room Ribbon Cutting and Birthday Bash

AGENDA REPORT SUMMARY

In July 2022, an Ontario resident submitted a naming request form to the Library Board to request that the City Council of Ontario name the Ovitt Family Community Library children's room in honor of the children's author, Beverly Cleary. After approval from City Council, the Library Board met in September 2022 and chose the name "Beverly Cleary Young Readers Room."

In 1934, Beverly Cleary moved to Ontario to attend Chaffey Junior College. The first year, she lived with her cousins Verna and Fred Clapp. Verna was a librarian at Chaffey College and Fred was the swim coach. In her memoir, *My Own Two Feet*, Cleary recounts, "We drove up Euclid Avenue, Ontario's main street, which appeared to end in mountains. This was the California I had imagined" (pg, 20). The following school year, Cleary shared an apartment on Euclid Avenue with another Chaffey

classmate and was in need of a part time job. With the referral of Clapp, Cleary was offered a position at Ontario City Library (then called the Ontario Public Library) as a substitute librarian. As Cleary pursued librarianship, she often recalled her time at Ontario City Library fondly as her inspiration. She attended and graduated from UC Berkeley and the University of Washington's School of Librarianship.

Cleary became a children's librarian for a public library in Yakima, Washington. She recalls a group of boys who came into the library looking for books about children like them. This question lingered with Cleary for years and served as her foundation for writing children's fiction. In 1950, her first children's novel, *Henry Huggins*, was published. Cleary went on to write 38 children's books, which include two autobiographies. Cleary is praised for her work of portraying children's concerns realistically with humor and seriousness. She is the recipient of several awards for her books and contributions to literature, including the prestigious Newberry Award for *Dear Mr. Henshaw*.

On April 12, 2023, the Ontario City Library will host a ribbon-cutting ceremony followed by a family event for the naming of the Beverly Cleary Young Readers Room. The community is invited to watch the unveiling of the new sign and partake in activities themed after Cleary's characters. Throughout April, community members of all ages can participate in a Drop Everything and Read: A Beverly Cleary Reading Challenge on OntarioCA.Beanstack.org. Participants can earn up to 5 badges for reading in 30-minute increments throughout the month and a bonus badge for attending the ribbon cutting and family event. National Drop Everything and Read Day was created in 2006 by HarperCollins, American Library Association and the National Education Association and National Parent Teacher Association and was adopted to celebrate Cleary's 90th birthday. The holiday encourages families to make reading together a daily, family priority. This reading challenge will be a yearly staple at Ontario City Library to celebrate Cleary's life and works.

Beverly Cleary Birthday Bash

Presented By:
Briana Ochoa, MLIS
Supervising Librarian
April 2023

Cleary Moves to Ontario, CA



Top: Cleary outside of her apartment on Euclid



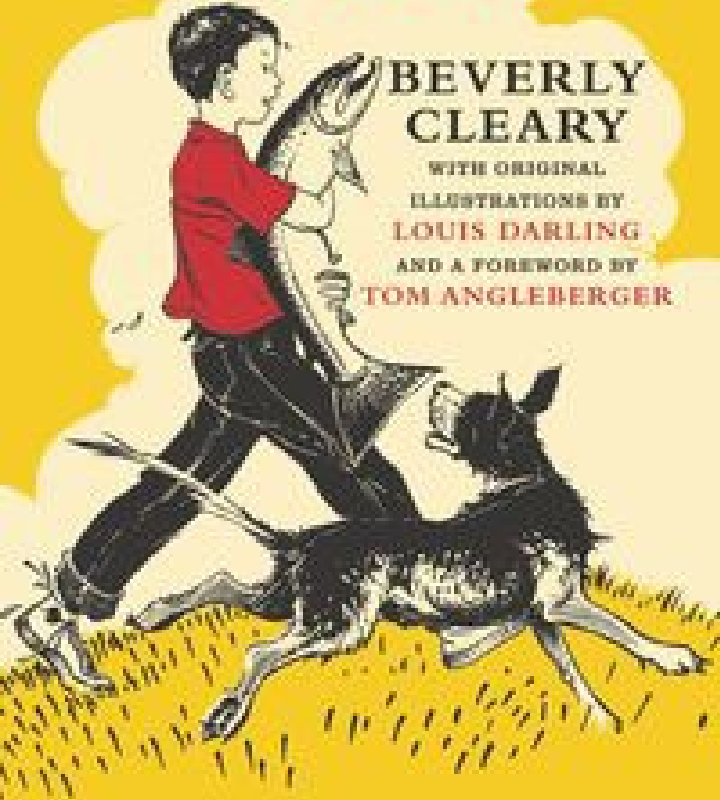
Bottom: Cleary posing with her Chaffey College yearbook

Cleary & Ontario City Library



HENRY and RIBSY

BEVERLY
CLEARY
WITH ORIGINAL
ILLUSTRATIONS BY
LOUIS DARLING
AND A FOREWORD BY
TOM ANGLEBERGER



Budding Writer



Cleary's Impact

You're Invited To
Beverly Cleary
Young Readers Room



**Beverly
Cleary
Young
Readers
Room**

Beverly Cleary

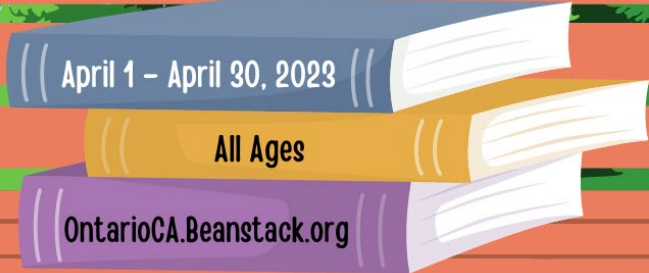
Birthday Bash!



Beverly Cleary Birthday Bash

Drop Everything And Read

A Beverly Cleary Reading Challenge



DEAR Reading Challenge



CITY OF ONTARIO COMMUNITY LIFE & CULTURE

Agenda Report

SECTION: STAFF REPORTS

Department: Library
Prepared By: Steven Arechiga
Staff Member Presenting:
Steven Arechiga

Action: Report & File

SUBJECT: BICYCLE LOCKS

AGENDA REPORT SUMMARY

The Ontario City Library is always actively looking for services, collections and programs to add to the library as a way to meet the needs of the community. With the evolution of the “Library of Things” collections, library staff have added both bicycle locks and scientific calculators to the collection for patrons to use.

The bicycle locks for the Ovitt branch came from the need of patrons who visit the library on their bicycles, but without a lock to securely leave their bicycle outside. The library now provides 8 u-locks available for patrons to check out during their visit to the library. Library staff began the circulation of the bicycle locks in March 2023 and have already been of use for 8 different families. The bike locks checkout for the day, and staff instruct patrons to return the bike lock at the end of their visit.

The library also added 10 scientific calculators for circulation at both branches. The calculators were added as an additional tool to assist students who visit the library, and need the calculator to complete their assignments. The calculators are loaned for a period of 21 days, allowing students to take them home should they need to. Both of these collections came from the suggestions of circulation staff, based on the feedback they received from patrons regarding things they might need that we could provide.

All collections added to the system are processed by the Support Services department, and require a workload that is different than adding a traditional library collection with a bibliographic record. Staff have to take the time to assess collection type, description, loan period and replacement cost of the item.

Bike Locks and Calculators

Presented by: Steven Arechiga

March 2023

NEED A BIKE LOCK?

CHECK ONE OUT FOR THE DAY!



 @CityofOntarioCLC

 @OntarioCLC

 @OntarioCLC



Do the Math

You can now borrow a scientific calculator for 21 days with your library card!



Thank you