

THE ONTARIO CITY LIBRARY BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
OVITT FAMILY COMMUNITY LIBRARY  
215 East C Street  
April 9, 2024  
(Subject to Board approval)

CALL TO ORDER	This meeting was called to order by Board Vice President Crisol Mena at 6:00 p.m.
PLEDGE OF ALLEGIANCE	Led by Board member Aaron Bratton
MEMBERS PRESENT	Board Secretary Felicia Chien, Board member Devlin Smith
MEMBERS ABSENT	Board President Elisabeth Armijo
ALSO, PRESENT	Library Director, Shawn Thrasher, Library Services Manager, Daisy Flores and Library Services Manager, Kelly Zackmann
INTRODUCTIONS	None
PUBLIC COMMENTS	None

CITY COUNCIL REPRESENTATIVE: Mayor Pro Tem Debra Porada

CONSENT CALENDAR

Motion: Moved by Board member Smith and seconded by Board Secretary Chien and unanimously carried to approve the minutes for the Library Board meeting on March 12, 2024. Moved by Board member Smith and seconded by Board Secretary Chien and unanimously carried to approve the Consent Calendar for March 2024.

DIRECTOR'S REPORT

Library Director Thrasher spoke about the following items:

- Starbucks Outreach with Youth Services March 27, 2024
- National Library Week is April 7, 2024 through April 13, 2024.
- Library Jam is Friday, April 12, 2024 from 4 pm to 6 pm.
- Inland Empire Fatherhood Summit on April 13, 2024 from 11:00 am to 2:00 pm.
- The Solar Eclipse Party on April 8, 2024, was a great success.
- The American Heart Association brought the Library balloons for National Library Workers Appreciation Day on April 9, 2024.
- Friends of Ontario City Library catered Gloria's for National Library Workers Appreciation Day on April 9, 2024.

No Board comments or questions.

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STAFF REPORT

Homeless Outreach Team

Continuum of Care Social Worker, Antonio "AJ" Vasquez presented:

Background:

Homelessness within the City of Ontario has been identified by both City staff and the residents as a priority. Recent counts of the homeless population have revealed an increase in the number of unsheltered individuals living within the City of Ontario. In response and with the support of the City Council and the City Manager, the Housing Services Department has developed programs to address and assist the homeless within the community, including the Homeless Outreach Team. The goal of the Homeless Outreach Team is to provide resources and connect clients to services to promote housing stability. The attached presentation will highlight recent trends regarding the number of homeless individuals within the community, causes of homelessness, as well as provide insight into how the Homeless Outreach Team is responding.

*(A copy of this presentation is available upon request from the Library Director)*

Board Secretary Chien asked if there are other branches outside of Ontario offering these services. Continuum of Care Social Worker Vasquez responded that these services are directly for Ontario but that they have partners, networks, and referrals around the area.

Board member Bratton inquired about the library's role in the operation. Continuum of Care Social Worker Vasquez informed the Board that the library offers clients a place to charge their phones and obtain referrals and bus passes when they are available. Board member Bratton asked if the Ontario Access Center was open. Continuum of Care Social Worker Vasquez explained that the old building was closed, but there are plans to open a new one. Board member Bratton inquired about how often they update their referrals and if churches or the Salvation Army were part of their network. Continuum of Care Social Worker Vasquez informed the Board they were not currently part of the network and they are constantly updating their referrals and adding new non-profit partners.

Board Vice President Mena asked where the hot spots were currently and if there are differences in the locations of the hot spots. Continuum of Care Social Worker Vasquez explained the parks, Anthony Munoz and De Anza, and the Ontario Mills are popular hot spots due to offering shelter from rain and shade. Board Vice President Mena inquired if the outreach was based on referrals or incoming calls. Continuum of Care Social Worker Vasquez informed the Board that outreach happens from incoming phone calls or referrals. He went on to explain that sometimes they receive a call about a homeless individual they had been in previous contact with and were looking to follow up, which allows that follow-up to happen. Board Vice President Mena asked how the outreach team knows which clients are Ontario residents. Continuum of Care Social Worker Vasquez explained the outreach team helps clients obtain new identification cards and get information about their residency through conversations. Board Vice President Mena inquired about families with children and if the outreach team contacts the school districts for additional resources. Continuum of Care Social Worker Vasquez informed the Board they are

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mandated reporters and are obligated to report any neglect, abuse, or truancy but that they also can work closely with Ontario Montclair School District to offer resources.

Mayor Pro Tem Porada expressed her disappointment with the Ontario Access Center being closed but shared her excitement for the future Access Center at the newly purchased motel on Missoua Boulevard. She conveyed her request also to include if a client is refusing shelter in the reporting numbers along with what grade level of schooling they completed to better offer resources to them. Mayor Pro Tem Porada shared that additional hotspots are between the 10 freeway and the 60 freeway on Mountain Avenue as well as Grove and 4<sup>th</sup> Street.

STAFF REPORT

Workforce Development at Ontario City Library

Supervising Librarian, Veronica Cortez presented:

Background:

The Ontario City Library (OCL) offers various programs and resources for community members of all ages, including those seeking job search and career enhancement assistance. The services provided include the Liftoff to Literacy program, the Veterans Resource Center, Lightspeed makerspace, the Workforce Development office, and our online databases, such as Learning Express Library with Job and Career Accelerator.

*(A copy of this presentation is available upon request from the Library Director)*

Board member Bratton asked what resources are currently available for justice-impacted residents who are looking for expungements that may be holding them back from employment. Supervising Librarian Cortez explained that the Library is currently working with the Inland Empire Latino Association to bring those types of services to the community in the late summer of 2024. Board member Bratton suggested that the Library reach out to the San Bernardino County Public Defenders Office because they offer those specific types of services for free, along with expungement clinics.

STAFF REPORT

Digital Collections from the Model Colony History Room

Library Services Manager, Kelly Zackmann presented:

Background:

The Robert E. Ellingwood Model Colony History Room offers opportunities for the general public to access local history archival materials online. Traditionally, repositories such as the Model Colony History Room could only provide access to archival materials through in-person visits. Those who wanted to obtain copies of materials had only a simple photocopy machine available. For photographic materials, library staff would hand deliver the original photograph to a local photography shop to have a duplicate made. With the development of the internet and equipment such as high-resolution scanners, users may now obtain scanned facsimiles of original materials that are high quality and suitable for publishing. The Model Colony History Room also offers access to many of its collections online so that

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users can access materials remotely without an in-person visit to the history room. The presentation for this board meeting will outline the platforms available for users to access those materials.

*(A copy of this presentation is available upon request from the Library Director)*

Board member Smith inquired about the archived pieces being available to people everywhere and what kind of copyright or ownership applies to the items from the Model Colony room. Library Services Manager Zackmann explained that Ontario City Library does not own copyrights to any of the items and that the creator of the item retains the copyright. The Library makes the items available through the idea of fair use, and it is up to the patron or researcher to track down the owner and obtain permission for copyright or licensing.

Board Vice President Mena asked about donating photos and if they must be a physical copy of the photo or if they also accept negatives as well. Library Services Manager Zackmann informed the Board the Model Colony room accepts both forms of donation, physical and negative. She also added that the Model Colony room specifically looks for photos from the 1960s through today currently as most of the collection is older.

Board Secretary Chien inquired about the main criteria for donated items. Library Services Manager Zackmann explained that the Model Colony room specifically looks for items related to Ontario or the West end of San Bernardino County, as well as local surrounding cities occasionally.

Board member Bratton offered his testimonial regarding his task of finding information for Mount Zion's 100-year anniversary. He came across an old Daily Bulletin article, including a 1975 Jane Hayes oral history preserved by the Model Colony room, which was hugely helpful in his research.

PUBLIC COMMENT

None

OLD BUSINESS

None

BOARD MEMBER COMMENTS

Board member Smith informed the Board of the upcoming Friends of Ontario City Library events. On April 12, the Friends of Ontario City Library will participate in the Library Jam event, and if people sign up for a Friends membership, they will receive a cookbook. April 19 is the author event with Piper Hughley, which is free, but registration is required. The Media Sale will be on May 11, and Friends members will have early access to the sale.

Board Secretary Chien thanked the staff for their presentations and looks forward to future presentations.

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Board member Bratton expressed his gratitude for the presentations and added support for the Historic Home Tour on May 4, which will feature Chaffey High School Library.

Board Vice President Mena thanked the presenters and added that April 9 is National Library Workers Appreciation Day, and April 10 is National Library Outreach Day. She expressed her gratitude for the Library staff and the work they do for the community.

NEW BUSINESS

None

FUTURE AGENDA ITEMS

Summer at OCL  
MakerCon  
Public Display Policy  
Electronic Use Policy

ADJOURNMENT

Board Vice President Mena adjourned the meeting at 7:06 p.m.

SUBMITTED:

  
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Charlotte Marteney, Administrative Assistant

APPROVED:

  
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Elisabeth Armijo, Board President