

**Library Board of Trustees**

**September 13, 2023**

**Minutes**

1. **Call to Order:** The Library Board of Trustees meeting was called to order by Board Chair Wendy Slatkin at 4 p.m.
  
2. **Roll Call: Present:** Board Chair Wendy Slatkin Board Members: Ralph Cavallo, Lynn Olson, Lester Sandy, Jim Flock  
**Absent:**  
  
**Other:** Assistant Library Director Allen Callaci, Assistant City Manager Stephen Parker, Operations Manager Martha Ulate
  
3. **Oral Communications** - None offered.
  
4. **Approval of Minutes:** Jim Flock moved to approve and Ralph Cavallo seconded the minutes for the July 12, 2023 meeting be approved as corrected.
  
5. **Correspondence/Communications** - None offered
  
6. **Old Business:** None Offered.
  
7. **New Business:** Library Policy Update-Request for Reconsideration of Library Material amendment. Discussion ensued for implementation that only Upland Library card holders may express in writing objections to particular library materials. Allen presented a rough draft for the Board to review. 2024 Holiday Schedule was presented to the Board for approval for upcoming library closures.
  
8. **City Management Report:** Assistant City Manager Stephen Parker reported 7-3-23 agreements were signed with confirmation confirmed on 7-7-23 for the elevator construction. Parts shipment will be delayed. Anticipated start date for elevator is sometime in 2024.
  
9. **9. Statistical Summary Report:** Board reviewed the statistical summary report.
  
10. **Library Management Report:**  
  
Building Forward Grant: none offered.  
  
Star Wars Reads: Activity plans ongoing. Date of event: 10-7-23, 2 p.m.-4:30 p.m. Allen reported a run down of the events to take place as well as social media postings have already posted to market the event.

Library will take care of press releases. Board member Lester Sandy mentioned partnership with the Fire Department would be beneficial, including a First Aid station.

**11. Literacy Report:** The Board reviewed the Literacy report.

**12. Friends of the Library-** Lynn Olson reported: current membership 116. Funds distributed: \$1400 Literacy \$1350 Star Wars Day  
Donations-the BookSeller continues to receive a steady flow of donated material to sell.

**13. Adjournment** The meeting was adjourned at 4:45 p.m.

Submitted By: Martha Ulate  
Martha Ulate, Operations Manager

Approved: 10-11-23