



Upland Public Library Board Meeting Minutes

September 10, 2025

Minutes

A meeting of the Upland Public Library Board was called to order by Committee Chair Ralph Cavallo on the above date.

1. **Call to Order:** 4 P.M.

2. **Roll Call:** **Present:** Committee Chair Ralph Cavallo, Committee Member James Flock, Committee Member Jessica Tancredi, Committee Member Lynn Olson

Absent: Committee Member Wendy Slatkin

Staff: Library Director Adam Tuckerman, Assistant City Manager Stephen Parker, Council Member James Breitling, Friends of the Library President Chester Olson, Literacy Coordinator Joy Alvarez

3. **Correspondence / Communications:** None

4. **Oral Communications:**

The Library Board was introduced to new Library staff member Ashley Del Real.

5. **Approval of Minutes:**

Jim Flock moved to approve, and Lynn Olson seconded the motion to approve the minutes for the July 9, 2025 meeting. All approved.

6. **Old Business Items:**

Children's Reading Room A.V.

Library staff received a proposal that meets the needs of the library and enhances services. Discussions will continue with the Upland Community Foundation in how to transfer outstanding funds to the Friends of the Library.

7. **New Business:**

Strategic Planning 2026-2030 Update

Library Director Adam Tuckerman reported that staff is compiling community demographics and usage data to identify the needs, wants and vision of the community through focus groups and an internet survey for the community/general public.

Board Officer Rotation 2025-2026

Ralph Cavallo requested a list of the member rotation and proposed that the board discuss board rotation.

8. Library Management Report

Library Director Adam Tuckerman reported on the successes from the end of summer Touch-a-Truck finale that involved the participation of multiple city departments and was attended by over 1,000 visitors. The Library appreciated the cooperation from the City in allowing the library to close the parking lot to make room for the larger trucks. Staff highlighted the overall success of this year's Summer Reading Challenge, Summer Lunch Program, and the summer programs. Staff identified minor data changes to the data reported in the Management Report.


9. Friends of the Library

Friends of the Library President Chester Olson reported that four members of the Friends met for a focus group discussion. The Friends currently have 93 members. It was reported that the amounts approved for disbursement to the various library departments. Teen Programs \$2100, Adult Programs \$1650, Literacy \$1889, Children's programming \$250 for the Monster Bash Halloween event, Adult arts & crafts \$1,000, Author Fair Adult Program \$81, & the BookEnders Book Club \$448.

10. City Management Report

Council Member James Breitling announced upcoming events, including the Cable Airport 80th Air Show, Amazon Fresh Fall Sampling, and the Gibson Senior Center Rummage Sale. It was reported that the City Council approved multiple housing zoning changes.

11. **Adjournment:** Chair Ralph Cavallo adjourned the meeting at 4:42 P.M. The next regularly scheduled meeting of the Upland Public Library Board is scheduled for October 8, 2025.

Submitted By: 

Joy Alvarez Literacy Coordinator

Approved: 10-8-25