



**BENICIA LIBRARY BOARD OF TRUSTEES  
BOARD OF LIBRARY TRUSTEES AGENDA**

**Video Conference Meeting  
February 8, 2022  
6:30 PM**

**1. Call To Order**

**2. Roll Call**

**3. Reference To The Fundamental Rights Of Public**

The Fundamental Rights of each member of the public can be found in the municipal code posted on the City's website per section 4.04.030 of the City of Benicia's Open Government Ordinance.

**4. Announcements**

**4.A COVID ADVISORY**

**CORONAVIRUS (COVID-19) ADVISORY NOTICE**

Consistent with Government Code section 54953(e), and in light of the declared state of emergency, the meeting will not be physically open to the public. Members of the Board of Library Trustees and staff will participate in this meeting via videoconferencing as permitted under Government Code section 54953(e).

As always, the public may submit public comments to Helaine Bowles by email at [hbowles@ci.benicia.ca.us](mailto:hbowles@ci.benicia.ca.us). Any comment submitted should indicate to which item of the agenda the comment relates.

Additionally, the public may view and provide public comment via Zoom (via computer or phone). The meeting link is:

<https://us02web.zoom.us/j/84941755519?pwd=MW41anpNbC95U2ZKWlBwOVY5WHZXZz09>

- If prompted for a password, enter 500179

- Use participant option to “raise hand” during the public comment period for the item you wish to speak on. Please note, your electronic device must have microphone capability.

Dial in with phone:

Before the start of the item you wish to comment on, call any of the numbers below. If one is busy, try the next one.

US: +1 669 900 9128 or +1 346 248 7799 or +1 253 215 8782 or +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799

- Enter the meeting ID number: 849 4175 5519 please note this is an updated ID number\*.
- Enter password: 500179
- When prompted for a Participant ID, press #.
- Press \*9 on your phone to “raise your hand” during the public comment time for the item you wish to speak on.

Any member of the public who needs accommodations should email Helaine Bowles at [hbowles@ci.benicia.ca.us](mailto:hbowles@ci.benicia.ca.us), who will use their best efforts to provide as much accessibility as possible while also maintaining public safety.

#### **4.B INTRODUCTION OF NEW LIBRARY DIRECTOR**

Introduction of the Director of Library and Cultural Services Jennifer Baker

### **5. Presentations**

#### **5.A OPEN GOVERNMENT AND ETHICS TRAINING**

Training presented by the City Attorney's Office

#### **5.B PUBLIC INTERNET COMPUTERS**

Prepared by Anita Falltrick

[Technology Report 2022pdf](#)

#### **5.C CIRCULATION**

Prepared by Fran Martinez Coyne

[2022 Circulation Board report.pdf](#)

[2022 Circulation Board report 2.pdf](#)

### **6. Adoption Of Agenda**

### **7. Opportunity For Public Comment**

A. Public Comments

B. Written

### **8. Consent Calendar**

## **8.A MINUTES**

The minutes of the September 14, 2021 are included in the Consent Calendar  
[Minutes September 14 2021-Draft](#)

## **9. Board Training**

## **10. Action Items**

### **10.A NOMINATION AND ELECTION OF PRESIDENT AND PRESIDENT PRO TEM**

Board shall nominate and vote on President and President Pro Tem for 2022

## **11. Information Items**

### **11.A REPORT FROM THE PRESIDENT PRO TEM, CAROLYN CADLONI**

### **11.B ADVOCACY OPPORTUNITIES**

### **11.C REPORT/UPDATE BY LIBRARY DIRECTOR**

- A. Financial Report
- B. Update on Council Items
- C. Arts and Culture Commission
- D. Facilities, staffing, policy and programs
- E. Correspondence/Articles/Other

[Financial Report.pdf](#)

### **11.D LITERACY REPORT**

[Literacy Report](#)

### **11.E REPORT FROM BOARD LIAISONS**

- a. Art Gallery Advisory Committee Liaison
- b. Friends Liaison
- c. Library Foundation Liaison
- d. Poet Laureate Committee Liaison
- e. Historical Museum/Historical Society Liaison

## **12. Comments From Board And Staff**

## **13. Future Agenda Items**

**14. Next Meeting**

**14.A MARCH 8, 2022**

**15. Adjournment**

## **Public Participation**

The Benicia City Council and its Boards and Commissions welcome public participation.

Pursuant to the Brown Act, each public agency must provide the public with an opportunity to speak on any matter within the subject matter jurisdiction of the agency and which is not on the agency's agenda for that meeting. The City Council allows speakers to speak on non-agendized matters under public comment, and on agendized items at the time the agenda item is addressed at the meeting. Comments are limited to no more than five minutes per speaker. By law, no action may be taken on any item raised during the public comment period although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the City Council.

Should you have material you wish to enter into the record, please submit it to the City Manager.

## **Disabled Access or Special Needs**

In compliance with the Americans with Disabilities Act (ADA) and to accommodate any special needs, if you need special assistance to participate in this meeting, please contact Kim Imboden, the ADA Coordinator, at (707) 746-4200. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting.

## **Meeting Procedures**

All items listed on this agenda are for Council discussion and/or action. In accordance with the Brown Act, each item is listed and includes, where appropriate, further description of the item and/or a recommended action. The posting of a recommended action does not limit, or necessarily indicate, what action may be taken by the City Council.

Pursuant to Government Code Section 65009, if you challenge a decision of the City Council in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the public hearing. You may also be limited by the ninety (90) day statute of limitations in which to challenge in court certain administrative decisions and orders (Code of Civil Procedure 1094.6) to file and serve a petition for administrative writ of mandate challenging any final City decisions regarding planning or zoning.

The decision of the City Council is final as of the date of its decision unless judicial review is initiated pursuant to California Code of Civil Procedures Section 1094.5. Any such petition for judicial review is subject to the provisions of California Code of Civil Procedure Section 1094.6.

## **Public Records**

The agenda packet for this meeting is available at the City Manager's Office and the Benicia Public Library during regular working hours. To the extent feasible, the packet is also available on the City's web page at [www.ci.benicia.ca.us](http://www.ci.benicia.ca.us) under the heading "Agendas and Minutes." Public records related to an open session agenda item that are distributed after the agenda packet is prepared are available before the meeting at the

City Manager's Office located at 250 East L Street, Benicia, or at the meeting held in the Council Chambers. If you wish to submit written information on an agenda item, please submit to the City Clerk as soon as possible so that it may be distributed to the City Council. A complete proceeding of each meeting is also recorded and available through the City Clerk's Office.

<b>Contact Your Council Members</b>
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If you would like to contact the Mayor or a Council Member, please call the number listed below to leave a voicemail message.

Mayor Young: 707-746-4213

Vice Mayor Campbell: 707-746-4213

Council Member Strawbridge: 707-746-4213

Council Member Largaespada: 707-746-4213

Council Member Macenski: 707-746-4213