

CITY OF ALHAMBRA

NOTICE OF REGULAR MEETING

OF THE ALHAMBRA PUBLIC LIBRARY BOARD OF TRUSTEES

**TUESDAY,
FEBRUARY 13, 2024
6:00 p.m.**

NOTICE IS HEREBY GIVEN that a **REGULAR MEETING** of the Alhambra Public Library Board of Trustees will be held on **Tuesday, February 13, 2024 at 6:00 p.m., located at the Library Board Room, 101 S. First Street, 2nd Floor, Alhambra, California,** pursuant to the President of the Alhambra Public Library Board of Trustees and Section 54956 of the Government Code of the State of California.

An agenda of such meeting is attached hereto, incorporated herein by reference and made a part hereof as though fully set forth herein.

Hilda LohGuan, Library Director

**Notice No: N2M24-24
Dated: 2/8/2024**

AGENDA

REGULAR MEETING

Alhambra Public Library Board of Trustees
February 13, 2024
6:00 P.M.

(In-Person Meeting)

Library Board Room – 2nd Floor
Alhambra Civic Center Library
101 S. First Street
Alhambra, CA 91801

TO OUR GUESTS

We welcome you to the regular meeting of the Alhambra Public Library Board of Trustees.

If you wish to address the Board on an item which appears on the agenda, your comments will be heard during the Board's discussion on that item. If you wish to address the Board on a subject which does not appear on the agenda, you may make your presentation under Oral Communications. Please be advised that the Board cannot, under the provisions of the State of California's Ralph M. Brown Act, take action on any item which does not appear on the agenda.

When making your presentation, please give your name and address for the record, and make your statement as brief as possible.

VISION STATEMENT

We see the Alhambra Civic Center Library becoming... "a welcoming and engaging environment dedicated to providing resources to support the lifelong learning needs and interests of all members of the community."

ROLL CALL: Trustees: Bañuelos, Cortina, Kitching, Quach, Situ

ORAL COMMUNICATIONS

Citizens wishing to address the Board on any matter which is within the subject matter jurisdiction of the Board not on the agenda may do so at this time. Please state your name and address clearly for the record.

AGENDA ITEMS

ONGOING BUSINESS

1. Review Activity Reports
The activity reports that include monthly circulation statistics, information transactions, Interlibrary Loan figures and program attendance numbers will be reviewed for the months of July 2023 – January 2024 (FY 23/24).
2. Library Director's Report
A monthly review of building wide projects – building maintenance and repair, utilities, automation system, ongoing programs. Given by the Director, the report may also cover some aspects of Library Services selected by the Director. The report generally highlights items of interest, new services, or areas of concern.

CONSENT AGENDA

3. Approve minutes of the Regular Meeting of the Board of Library Trustees on December 12, 2023.

Recommended Action
Approve as presented.

NEW BUSINESS

4. FY 2023/2024 Programming Highlights and Updates

Recommended Action
Receive and file. This item is information only.

5. Board Communications
Each Member at his or her discretion may address the Board and public on matters of general information and/or concern.
6. Items the Board wishes to Address at a Future Meeting
If there are any issues that any member of the Board wishes to explore, discuss, or evaluate, the Director would be pleased to place them on the next agenda.
7. Adjournment

HILDA LOHGUAN, LIBRARY DIRECTOR



February 2024

Alhambra Library Events

Item No. 2

Adults

Coffee and Conversation Club

- Tuesdays, February 6, 13, 20, & 27
- 3:30pm - 4pm
- Learning Center

Alhambra Page Turner's Book Club

- Fridays, February 2, 9, 16, & 23
- 11am - 12pm
- on Zoom

Citizenship Clinic *

- Thursday, February 1
- 12:30pm - 5pm
- First Street Office

Job Seeking Support *

- Tuesday, February 6
- 3pm - 5pm
- First Street Office

DIY - Photo Canvas *

- Tuesday, February 13
- 5pm - 7pm
- Reese Hall

Parenting Workshop: Parenting Young Children

- Saturday, February 17
- 10am - 11am
- Reese Hall

Water is Life Workshop

- Saturday, February 17
- 2pm - 3:30pm
- Reese Hall

Movie Night- Hidden Figures

- Wednesday, February 21
- 5pm - 7pm
- Learning Center

Housing Rights Clinic *

- Thursday, February 22
- 12:30pm - 5pm
- First Street Office

Plant Swap

- Tuesday, February 27
- 5pm - 6pm
- Learning Center

All-Ages

Dragon Dance

- Saturday, February 3
- 10am - 10:30am
- First Street Entrance

Children

Stay & Play (for ages 2 - 5)

- Wednesdays, Thursdays, & Fridays
- 11am - 12:30pm
- Stay & Play Room

Baby Story Time (0-18 months)

- Tuesdays, February 6, 13, & 20
- 10:15am
- Reese Hall

Toddler Story Time (18 months - 3 years)

- Wednesdays, February 7, 14, & 21
- 10:15am
- Reese Hall

Mobile Library at the Parks

- Wednesday, February 7
 - Story Park, 2:30pm - 4pm
- Wednesday, February 14
 - Emery Park 9:30am - 11am
- Wednesday, February 21
 - Alhambra Park 2:30pm - 4pm
- Wednesday, February 28
 - Almansor Park 2:30pm - 4pm

Dave Boatman's World of Cartoon *

- Monday, February 12
- 3:30pm - 4:30pm
- Learning Center

Middle Grade Makers (for ages 7-12) *

- Wednesday, February 21
- 2:30pm - 4pm
- Reese Hall

Teens

Anti-Valentine's Day Party

- Wednesday, February 7
- 4pm - 5pm
- Learning Center

Teens + Adults

Pal-entine's Day *

- Wednesday, February 14
- 5pm - 7pm
- Reese Hall

* = Registration Required

Passport Services

Available at the Alhambra Library

American citizens can apply for a U.S. passport through the Alhambra Library's Passport Service.

Service Hours:

Wednesday: 11am - 4pm

Thursday: 11am - 7pm

Friday: 11am - 4pm

Sunday: 1pm - 4pm

Services available by appointment only.

For appointments:

To schedule an appointment, visit
<https://alhambrapassport.as.me>
or scan the QR code below.



Questions?

Please call 626-570-5028 during open Library hours.

VISIT [HTTPS://ALHAMBRALIBRARY.ORG/PASSPORTS](https://alhambralibrary.org/passports) FOR MORE INFORMATION.



January 2024

Item No. 2

Alhambra Library Events

Adults

Alhambra Page Turner's Book Club

- Fridays, January 5, 12, 19, & 26
- 11am - 12pm
- on Zoom

Coffee and Conversation Club

- Tuesdays, January 9, 16, 23, & 30
- 3:30pm - 4pm
- Learning Center

Citizenship Clinic ✦

- Thursday, January 4
- 12:30pm - 5pm
- First Street Office

Beeswax Candle Making ✦

- Wednesday, January 17
- 5pm - 7pm
- Reese Hall

Parenting Workshop: Developmental Delay Intervention

- Saturday, January 20
- 10am - 11am
- Reese Hall

Plant Swap

- Tuesday, January 23
- 5pm - 6pm
- Learning Center

Housing Rights Clinic ✦

- Thursday, January 25
- 12:30pm - 5pm
- First Street Office

Stop the Bleed Training ✦

- Tuesday, January 30
- 6pm
- Reese Hall

Children

Stay & Play (for ages 2 - 5)

- Wednesdays, Thursdays, & Fridays
- 11am - 12:30pm
- Stay & Play Room

Baby Story Time (0-18 months)

- Tuesdays, January 16, 23, & 30
- 10:15am
- Reese Hall

Toddler Story Time (18 months - 3 years)

- Wednesdays, January 17, 24, & 31
- 10:15am
- Reese Hall

Middle Grade Makers (for ages 7-12) ✦

- Wednesday, January 17
- 2:30pm - 4pm
- Reese Hall

LEGO Free Play

- Monday, January 29
- 6pm - 7pm
- Reese Hall

Teens + Adults

De-Stress Fest

- Wednesday, January 10
- 5pm - 7pm
- Reese Hall

All-Ages

Club Mudd Workshop for Families ✦

- Saturday, January 20
- 2pm - 3:30pm
- Reese Hall

✦ = Registration Required



SCAN ME



brainfuse HelpNow

Live online homework help from expert tutors for students in grades K-12.

Tutores expertos disponibles en vivo y en línea para proveer ayuda con la tarea a estudiantes en los grados K-12.

專業導師為K-12年級學生提供網上實時作業幫助。

Scan to get started today. Escanee para comenzar hoy. 掃一下QR碼

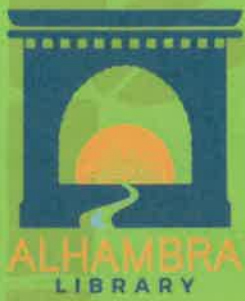


This resource is available thanks to funding provided by the State of California, administered by the:



101 S. First Street
Alhambra, CA 91801
(626) 570-5008
alhambra.library.org
@ALHAMBRALIBRARY





Panda Cub Item No. 2

Spring Reading Challenge



March 1 - April 30

For Ages 4 to 12



Children, ages 4 to 12 years old, are invited to earn a free Panda Cub Meal from Panda Express by reading 5 books! Child must be present with parent or guardian at the time of redemption.

Register online at alhambralibrary.beanstack.org, download the Beanstack Tracker app, or scan the code below.

1 de marzo - 30 de abril

¡Los niños de 4 a 12 años están invitados a ganar una comida Panda Cub gratis de Panda Express leyendo 5 libros! El niño debe estar presente con el padre o tutor en el momento de recibir su premio. Visite alhambralibrary.beanstack.org, descargue la aplicación Beanstack Tracker, o escanee el código a continuación para registrarse hoy.

3月1日至4月30日

4至12歲兒童閱讀5本書即可獲贈熊貓快餐一份
免費熊貓幼崽餐！兌換時，
兒童必須與父母或監護人在場。在
alhambralibrary.beanstack.org 線上註冊，
下載 Beanstack Tracker 應用程式，或
掃描下面的程式碼。



101 S. First Street
Alhambra, CA 91801
(626) 570-5008
alhambralibrary.org
@ALHAMBRALIBRARY



MINUTES
ALHAMBRA BOARD OF LIBRARY TRUSTEES
REGULAR MEETING
December 12, 2023

ROLL CALL: The meeting was called to order at 6:22 pm in the library boardroom.

The following trustees were present: Bañuelos, Kitching, Quach
Library Director LohGuan was also present.

ORAL COMMUNICATIONS

None.

AGENDA ITEMS

ONGOING BUSINESS

1. Review Activity Reports
The activity reports that include monthly circulation statistics, information transactions, Interlibrary Loan figures and program attendance numbers were reviewed for the months July – November 2023 (FY23/24). The library director shared with the board the key performance and service metrics.
2. Library Director's Report
A monthly review of staffing, building wide projects – maintenance and repair, utilities, automation system, ongoing programs.

The library director presented the programming event calendar for November 2023 and December 2023. She updated the trustees on the ongoing recruitments for the Asian Services Library and several part-time vacancies. The Director remarked that she hopes all the positions will be filled by the end of the month. It was a long and arduous process due to the labor market and the caliber & expectations of the applicants.

In terms of programming, the Library Director spoke of the Sustainability Grant the Library received through the California State Library. This \$30,000 grant award will make a community seed library, signage, demonstration garden, and a series of public programming available to the Alhambra Community. This will also continue the popular Plant Swap series—where community members and an expert gardener come together each month to share cultivation ideas and cuttings from their gardens.

The Library will also be receiving two sizable donations from the Alhambra Library Foundation. The Foundation is gifting \$27,000 for the 2024 Summer Reading Program, and \$10,000 for materials to be circulated via the book vending machine.

Although the library roof was recently replaced/restored, visual inspections have revealed irregularities. The Deputy Director of the Library is working with Public Works and the roofing vendor to have that rectified.

CONSENT AGENDA

3. Approval of Minutes
Minutes of the Regular Meeting of the Board of Library Trustees on October 10,

2023, were approved without revisions.

(Motion: Kitching; Second: Banuelos

Vote: 3-0).

NEW BUSINESS

4. Book Locker and Vending Machine Presentation

Library Director LohGuan shared with the board the progress of the Book Locker and Vending Machine project. The new machine, called Library 24/7, will be located at Emery Park. This location was selected due to its proximity to residences, an adjacent primary school, and geographic distance from the Alhambra Library. The funding of this project was made available through the State of California, with the assistance of Assemblymember Mike Fong. The vending machine will have over 220 physical items available on demand, and these items will be funded and supported by the Alhambra Library Foundation. Staff are working on branding and acknowledgement components, and are looking forward to implementation in early spring.

5. Board Communications

None.

6. Items the Board wishes to Address at a Future Meeting

None.

7. Adjournment

The meeting was adjourned at 7:32 pm.

Submitted by:

HILDA LOHGUAN, LIBRARY DIRECTOR