



**Santiago Library System
Executive Council Regular Meeting Minutes**

Tuesday, August 12, 2025
1:00 - 3:00 pm

Meeting Location:
OC Public Libraries – Library Administration
1501 E. St. Andrew Place, Santa Ana, CA 92705

Alternate Meeting Locations:
Anaheim Public Library, 500 W. Broadway, Anaheim, CA 92805
Mission Viejo Library, 100 Civic Center, Mission Viejo, CA 92691
University Park Library, 4512 Sandburg Way, Irvine, CA 92612
Yorba Linda Public Library, 4852 Lakeview Ave., Yorba Linda, CA 92886

Attendance

Booth, Judy - Fullerton Public Library
Contreras, Jeanette - Placentia Library District
Edelblute, Thomas - Anaheim Public Library
Hansen, Genesis - Mission Viejo Library
Hartson, Melissa - Newport Beach Public Library
Lixey, Carrie - Yorba Linda Public Library
Medina, Helen - Buena Park Library District
Quillman, Julie - OC Public Libraries
Rodriguez, Marisa - Huntington Beach Public Library
Starkey, Brendan E. - OC Public Law Library
Sternberg, Brian - Santa Ana Public Library
Toth, Sherry - OC Public Libraries
Zeoli, Julie - Irvine Public Library

Absent

Harpster, Amy - Orange Public Library

Other

Beck, Andy - SCLC
Powers, Christine - SCLC
Snodgrass, Nerissa - SCLC
Villalobos, Kaela - CSL

1. Opening Melissa Hartson
The meeting was called to order at 1:09 pm.

2. Public Comment Melissa Hartson
Opportunity for any guest or member of the public to address the Council on any item of Santiago business not represented on the current agenda.
None

3. Consent Calendar Melissa Hartson
All items on the consent calendar may be approved by a single motion. Any Council member may request an item be removed from the consent calendar and placed on the agenda for discussion.
 - a. Minutes of the May 13, 2025, Regular Meeting
(ACTION)
MSP (Contreras/Medina) to pass the Consent Calendar with changes to the name Tom Umberg.
6 yes, 0 no, 5 abstain

4. Adoption of the Agenda Melissa Hartson
The Chair adopted the agenda without objection.

5. Budget Status Report for FY 2024/25 Andy Beck
(DISCUSSION)
Controller, Andy Beck, presented the Budget Status Report for Fiscal Year 2024/25.

Genesis Hansen joined at 1:23 pm.

6. CLSA FY 2024/25 System Annual Report Christine Powers
(ACTION)
MSP (Medina/Contreras) to Authorize the Executive Director to complete the CLSA FY2023/24 System Annual Program Report and have the Chair review and sign the report for submission to the State Library by the September deadline.
11 yes, 0 no, 0 abstain

7. Santiago Library System Orientation Christine Powers
(DISCUSSION)
Executive Director, Christine Powers presented the Santiago Library System Orientation.

Julie Quillman joined at 1:48 pm

8. Committee Reports
 - a. Technology Committee Judy Booth
The committee is tying up loose ends regarding committee positions. Huntington Beach is next to assume Chair position.

- b. Children's Services Committee Jeanette Contreras
The committee last met on May 5 at Yorba Linda Library. They discussed using the funds from last year's Performers showcase for training purposes.
- c. Teen Services Committee Carrie Lixey
Last meeting was canceled due to lack of quorum. The committee will meet again later in August.
- d. Circulation Committee Melissa Hartson
The committee met last May 15 at Mission Viejo Library. They discussed online registration and digital cards. The committee will meet again in late August.
- e. Reference Committee Genesis Hansen
The committee last met on May 13 and discussed their officers and term commitments. They decided to keep the terms to one year. They chose a new Chair secretary. The next meeting will be in September 2025.
9. State Library Report Kaela Villalobos
California State Library representative, Kaela Villalobos, presented the State Library Report.
10. Executive Council Chair Report Melissa Hartson
None
11. Other Melissa Hartson
"...that is, matters initiated in the present meeting." Robert's Rules of Order, Revised, III, p.21. Limited by Brown Act to discussion only.
None
12. What's New at Your Library Melissa Hartson
Opportunity for members to share important updates regarding their libraries that are of interest to the public.

Mission Viejo

- Currently onboarding new staff this week and next week. More staff are expected in September and early October. Some positions remain open due to budget constraints.
- CLA Conference dates: October 23-25 in Riverside. New one-day advocates track added, designed for support groups, boards, and commissions. It will include catered lunch, advocacy training, and legislative updates. The goal is to help supporters understand library community roles and advocacy.

Yorba Linda

- Solar canopies are being installed in the parking lot. The project will provide parking shade and potential cost savings over 20 years.

Irvine Public

- Two libraries were launched on August 3. They had a successful grand opening. They are currently in their second week of operations. Staff and public have been very supportive. Planning to open a third library at the beginning of the new year. The team is busy but enjoying the process.

OC Public Law

- A pilot project is being launched to offer a public workshop on drafting wills and trust probate. The workshop will be held on two Saturdays this month at the Law Library. Parking will be complimentary to encourage higher attendance. Workshop details will be posted on their website.

Newport Beach

- Hiring part-time staff and restructuring a coordinator position from reference services back to circulation.
- Bringing back Pacific Symphony (first time since 2017).
- Planning major capital improvement projects in mid-September.

Placentia

- Working on meeting Web Content Accessibility Guidelines (WCAG).
- Preparing to comply with AB163 to change domain to .gov.
- Summer reading program was successful (tied reading program to "Lunch at the Library" event).
- Ongoing legal matter regarding bookmobile funding (\$56,000).

Buena Park

- The library board has updated its rules of conduct, making them more comprehensive and in line with other libraries. These rules were developed with staff input and reviewed by attorneys.
- Completed a Ready or Not assessment.
- Received a Play it Forward toy grant

Santa Ana

- Two upcoming ribbon-cutting ceremonies for two new branches. This is the largest expansion of the library in 50 years.

Huntington Beach

- Finishing fountain repair project near central library.
- Currently short-staffed, with four full-time and several part-time positions vacant.
- Summer Reading program saw a significant improvement, with children's completion rate tripling.
- Upcoming Spanish Heritage Month event with cultural performers.

Fullerton

- Working through their Building Forward 2 project.
- Both elevators are completed.
- Council member Booth announced her retirement.

Anaheim

- Hosting their first Horror Literature Conference "Spinal Dread" September 27.

OC Public

- The county hiring freeze is making recruitment difficult. The library is currently working on getting positions unfrozen and recruiting library assistants.
- The library is experiencing construction challenges including unexpected issues like water damage and mold, change orders, and supply delays.
- Developing Student Success card program, reaching out to elementary schools.

13. Adjournment

Melissa Hartson

MS (Contreras/Edelblute) to adjourn the meeting at 2:43 pm.