



Imperial City Library Board of Trustees

Mia Hernandez – President
Magdalena Altamirano – Trustee
Alejandra Banda – Trustee
Madeline George – Trustee
Susan Zarate-Sandoval - Trustee

MINUTES

Regular Meeting of the Library Board of Trustees

City Council Chambers
220 West 9th Street
Imperial, CA 92251-1637

May 12, 2026

6:00 PM REGULAR MEETING

- CALL TO ORDER:** Meeting called to order by President Hernandez at 6:01 p.m.
- ROLL CALL:** Altamirano, Hernández, George, Zárate-Sandoval
- CITY STAFF PRESENT:** City Manager Morita, City Attorney Turner, Library Manager Haller, Literacy Coordinator Luevano
- PLEDGE OF ALLEGIANCE:** Pledge of allegiance led by President Hernandez
- ADJUSTMENTS TO THIS AGENDA:**
- None
- PUBLIC COMMENT:** None

A. PRESENTATIONS:

- A-1.** Madeline George and Susan Zarate-Sandoval were sworn in as the new board members for the Library Board of Trustees by City Clerk, Kristina Shields
- A-2.** Grant Coordinator Elizabeth Luevano recognized 4 teen interns for their exceptional service in the library and to the community. The teen interns assisted in afternoon homework help, provided youth enrichment programs, and learned valuable skills.

Luevano presented each with a scholarship, and all interns gave speeches about their experiences and their gratitude for the program.

B. CONSENT AGENDA:

B-1. Approval of Minutes for the Regular Library Board Meeting of January 13, 2026

Moved by Hernandez, seconded by Altamirano, to approve the minutes for the Regular Library Board Meeting of January 13, 2026.

AYES: Hernández, Altamirano, George, Zárate-Sandoval

NOES: None

ABSTAIN: None

ABSENT: Banda

MOTION CARRIES: 4-0

Note: George and Zarate-Sandoval were not in attendance for the January 13, 2026, meeting.

C. ACTION ITEM: DISCUSSION/ACTION:

C-1. Nomination and Appointment of Library Board Vice President

Moved by George, seconded by Hernandez to extend the term of Vice President for 13 months.

President Hernandez makes a recommendation to nominate Trustee Altamirano as Vice President, **seconded by George**

AYES: Hernández, Altamirano, George, Zárate-Sandoval

NOES: None

ABSTAIN: None

ABSENT: Banda

MOTION CARRIES: 4-0

D. WORK SESSION ITEMS: DISCUSSION/RECOMMENDATION:

D-1. Library Operations and Strategic Priorities

Presenter: Mia Hernandez, President

Discussion: Hernandez opens by noting that one of her main focuses is creating a Friends of the Library group to support the Library. She also discusses the possibility of collaborating with a local foundation, such as Imperial Valley Community Foundation, to support fundraising efforts. She emphasizes the importance of an

Emergency Preparedness plan to help the library prepare for any disaster and to review recommendations made by the Emergency Preparedness consultant. Service needs for the library should include thorough cleaning and assistance from volunteers or the Friends of the Library. Zarate-Sandoval raised the concern about the restrooms and asked whether someone cleans them. Haller mentions that the City has a contract with a cleaning company that comes in every evening. Staff have been provided with cleaning kits for high-touch areas to assist with wiping them down throughout the day when able. However, Haller states that dusting, pulling books out, and thoroughly cleaning shelves are difficult to do daily. Hernandez discusses developing a system to rotate toys in the early learning room due to high use. This would allow toys to be sanitized and cleaned. She discussed having a day when the Library Board of Trustees, if willing, could volunteer to help clean areas of the library that cannot be addressed during the day. Haller mentions reopening a discussion with Human Resources to recruit volunteers for the Library to help assist with this as well. Hernandez shares feedback she received from a patron regarding the library, who requested an adult space. She talks about goals she has in mind, such as expanding the library and talking to officials to create this opportunity. Haller asks the two new Library Board members if they'd like to give a statement as to why they joined the Board. Zarate-Sandoval states she has been following the Board for years. She spoke about the importance of the Teen Internship program and its positive impact on our community. She also discussed collaborating with the Imperial School District to help more students reach the library, which can serve as a safe space for them. George speaks about making the Library a central focus of our community, specifically increasing children's awareness of the resources available to them. Hernandez discusses installing signage to help identify the building and pushing outreach to encourage the community and children to sign up for a card. Altamirano discusses how teamwork helps raise awareness of the library.

E. REPORTS:

- E-1.** The Library Manager read her report to the Board.
- E-2.** The Assistant to the City Manager was absent. City Manager welcomed the new board members.
- E-3.** Trustees reported on their activities since the last library board meeting.

ADJOURNMENT

Seeing no further business before the board, President Hernandez adjourned the meeting at 7:16 p.m.