

## Minutes, Board of Library Trustees

**BOARD OF LIBRARY TRUSTEES  
CITY OF PALMDALE, CALIFORNIA  
COUNCIL CHAMBER  
38300 SIERRA HIGHWAY, SUITE B  
PALMDALE, CA  
AGENDA NO. 508  
DECEMBER 08, 2020 5:30 P.M.**

1. CALL TO ORDER.

*President Henkin called the regular meeting of the Board of Library Trustees of the City of Palmdale to order at 5:31 p.m. on December 08, 2020 in the Council Chamber, 38300 Sierra Highway, Suite B.*

2. PLEDGE OF ALLEGIANCE.

*President Henkin led the Pledge of Allegiance.*

3. ROLL CALL: PRESIDENT HENKIN, TRUSTEES DAVID, MANNING, MORRIS and RUTKOWSKI-HINES.

*Responding to the roll call were Trustees David, Manning, Rutkowski-Hines and President Henkin. Also in attendance were Library Director Shupe, Parks & Recreation Manager Dombrowksi, and Administrative Associate Aubrey. Trustee Morris was absent.*

*President Henkin made a motion to excuse the absence of Trustee Morris. Trustee Rutkowski-Hines seconded the motion. The motion carried.*

4. APPROVAL OF MINUTES OF REGULAR MEETING HELD NOVEMBER 10, 2020.

*President Henkin presented the Minutes of the regular meeting held November 10, 2020. Trustee Rutkowski-Hines moved to approve the Minutes as presented. Trustee David seconded the motion. The motion carried.*

5. PUBLIC COMMENTS ON AGENDA ITEMS.

*None.*

6. PUBLIC COMMENTS FROM THE FLOOR.

*None.*

7. DIRECTOR'S REPORT.

*Library Director Shupe gave a verbal report and distributed documents as well. Library Director Shupe informed the Board members that the Friends of the Library are currently on hiatus. They will continue to maintain their 501C status and tend to business matters but will not maintain an inventory or sell books at this time. Next, Library Director Shupe explained that the information on possibly removing overdue fines is being gathered and could be on the Board agenda as early as January. Then Library Director Shupe talked about the Community Inclusiveness Committee putting together a Holiday Initiative that included holidays/traditions from several diverse religions to be featured on the Library's social media platforms this December. The Committee will identify and feature relevant holidays/events throughout the year and highlight them as well. Next, Library Director Shupe talked about the Grab and Go programs that the library held. The NaNoWriMo Grab and Go programs led to Facebook live-streamed writing sessions. The sessions were well attended and will be continued. Then Library Director Shupe talked about the Fall Lunch Library Literacy Outreach. Thousands of books have been handed out during the Palmdale School District Fall lunch distribution. Lastly, Library Director Shupe mentioned that the Library will have the Patron Holiday Grab and Go on December 16<sup>th</sup> from 1:00-4:00. The participants will receive a bag with crafts and goodies and have the opportunity to take photos with the holiday cut-outs on display.*

8. STAFF COMMENTS.

*Parks and Recreation Manager Dombrowski wished everyone a safe and Happy Holiday.*

9. TRUSTEE COMMENTS.

*Trustee David thanked President Henkin for including the information on Kristallnacht at the last meeting. She also thanked Library Director Shupe for the Library's commitment to inclusiveness. Trustee Rutkowski-Hines wished everyone a safe and Happy Holiday. President Henkin wished everyone a safe & Happy Holiday.*

10. ADJOURNMENT.

*President Henkin adjourned the meeting at 5:58 p.m. to January 12, 2021 at 5:30 p.m. in the Council Chambers, 38300 Sierra Highway, Suite B, Palmdale, California.*

PASSED, APPROVED, and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

ATTEST:

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ALAN HENKIN, President  
Board of Library Trustees  
City of Palmdale, California

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ERIN AUBREY, Assistant Secretary  
Board of Library Trustees  
City of Palmdale, California