

**MINUTES  
BOARD OF LIBRARY TRUSTEES  
CITY COUNCIL CHAMBERS,  
38300 SIERRA HIGHWAY,  
SUITE B PALMDALE CA.  
AGENDA NO. 510  
WEDNESDAY, FEBRUARY 10, 2021 - 5:30 PM**

[www.cityofpalmdale.org](http://www.cityofpalmdale.org)

**1. CALL TO ORDER.**

President Henkin called the regular meeting of the Board of Library Trustees of the City of Palmdale to order at 5:30 p.m. on February 10, 2021 in the Council Chamber, 38300 Sierra Highway, Suite B.

**2. PLEDGE OF ALLEGIANCE.**

Trustee Manning 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, Morris, Rutkowski-Hines and President Henkin. Also in attendance were Library Director Shupe, Parks & Recreation Manager Dombrowski, and Administrative Associate Aubrey.

**4. APPROVAL OF MINUTES OF SPECIAL MEETING HELD JANUARY 13, 2021.**

President Henkin presented the Minutes of the regular meeting held January 13, 2021. Trustee David moved to approve the Minutes as presented. Trustee Morris seconded the motion. The motion carried.

[January Minutes.pdf](#)

Moved by Challen David; seconded by Dolores Morris to Approve Motion to approve the minutes of the January 13, 2021 meeting.. Motion Passed: 5- 0

Voting For: Challen David, Alan Henkin, John Manning, Dolores Morris, Deborah Rutkowski-Hines

Voting Against: None

**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. Library Director Shupe informed the Library Trustees that the Library is maintaining and providing the same levels of service as it has done since the Pandemic began. Next, Library Director Shupe talked about the "Be the Change Series" virtual program that was presented on February 4<sup>th</sup> and how there were 190 households that connected to the program. This program was on the topic of systemic injustice specifically towards the African American Community. The presenter was Richard Rothstein, author of the book "The Color of Law". Then Library Director Shupe informed the Library Trustees that the Library in conjunction with the Legacy Commons staff will present a virtual "Inkwell: Palmdale's Book and Art Festival" on Saturday, May 1<sup>st</sup>. Applications by local authors and artists are being received and considered to be possibly featured in this new format. Next, Library Director Shupe talked about the "Who is Your Favorite African American Hero and How has She or He Influenced Your Life?" essay contest. Essays will be accepted until February 20<sup>th</sup>. The Library Board is invited to attend the virtual award ceremony on Wednesday, March 3<sup>rd</sup> at 7:00 P.M. on Zoom. More details will be forthcoming. Library Director Shupe then thanked Trustee Manning for connecting him to a local writer and singer/songwriter Jesse Davidson. Mr. Davidson has agreed to facilitate a pilot program that may possibly become a regular program. This program would be hosted and sponsored by the Library and would be done virtually at this time. Next, Library Director Shupe talked about the Local History Room. Specifically he brought to the Library Board's attention that the collection needs a "Collection Development and Retention Policy". Establishing this policy would allow the collection to be better managed. Library Director Shupe intends to bring a draft of the policy to the March Board of Library Trustees meeting. Lastly, Library Director Shupe informed the Library Board that he will be having surgery on March 29<sup>th</sup>. Assistant Library Director Jamielee Beck will be in charge and will attend the April Library Board meeting.

**8. DISCUSSION REGARDING LIBRARY FINES AND FEES.**

President Henkin started the discussion by outlining how the discussion would proceed. Discussion ensued. After some debate the Library Board members decided to have a Resolution created that would recommend to the City Council the elimination of overdue fines. The Library Board also agreed that the current "fee" structure should be left intact. One of the key components mentioned, was that the Resolution would have to outline how far back the fines should be eliminated. The Library Board also discussed the possibility of holding a Special Meeting to discuss the Resolution(s) between the regularly scheduled Board meetings, if needed.

**9. STAFF COMMENTS.**

Parks and Recreation Manager Dombrowski ask for clarification on holding a special meeting. President Henkin stated that if there was a resolution completed regarding the fines, they would be open to holding a special meeting.

**10. TRUSTEE COMMENTS.**

Trustee David thanked Library Director Shupe for the invitation to the “Be the Change Series”. She and several of her friends attended and was enjoyed by them all.

**11. ADJOURNMENT.**

President Henkin adjourned the meeting at 6:56 p.m. to March 10, 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