



# LIBRARY BOARD OF TRUSTEES

## SPECIAL MEETING AGENDA

City of Calexico  
Fernando "Nene" Torres Council Chambers  
608 Heber Ave.  
Calexico, CA 92231

**THURSDAY, February 16, 2023**  
**5:30 p.m.**

### BOARD OF TRUSTEES

Maria Alarcon, Vice-Chair  
Guadalupe Espino, Trustee  
Angelica Angulo, Trustee  
Consuelo Camacho, Trustee

Lizeth Legaspi, Library Manager

### COUNCIL MEMBERS

Javier Moreno, Mayor/Chairperson  
Raul Urena, Mayor Pro Tem/Vice Chairperson  
Camilo Garcia, Council Member  
Gloria Romo, Council Member  
Gilberto Manzanarez, Council Member

Esperanza Colio-Warren, City Manager

### **\*\*AGENDA\*\***

#### **CALL TO ORDER**

#### **ROLL CALL**

#### **PLEDGE OF ALLEGIANCE**

#### **APPROVAL OF THE AGENDA**

#### **PUBLIC COMMENTS**

NOTES: (Not to Exceed 3 Minutes) This is the time for the public to address the Library Board of Trustees on any item not appearing on the agenda that is within the subject matter jurisdiction of the Board. The Chair will recognize you and when you come to the microphone, please state your name and place of residence for the record. While members of the public are encouraged to participate, it is unlawful to disturb or delay the Board meeting with personal or slanderous remarks. If the item you wish to comment on is a closed session or consent item, please comment now. The Board is prohibited by State law from taking action or discussing items not included on the printed agenda. If the item you wish to comment on is on the public portion of the agenda, we will take your comment when we get to the item on the agenda. Please direct your questions and comments to the Board.

1. Library Board of Trustees Comments
2. Library Manager's Report

#### **CONSENT ITEMS**

3. Approval of Minutes from Special Meeting on November 7, 2022

#### **DISCUSSION AND POTENTIAL ACTION ITEMS**

4. Election of Officers
5. California Library Literacy Services Report for FY 2021-22
6. Public Library Survey Report for FY 2021-22
7. Lunch at the Library Grant Application
8. New Library Programming

9. The Palace App -- California State Library Program

10. Friends of the Library Report

**INFORMATION**

Attendance Report

Monthly Statistics Report

February Calendar of Activities

Read Across America Flyer

**ADJOURNMENT**

It is the intention of the City of Calexico to comply with the Americans with Disabilities Act in all respects. If you are a person with a disability who requires a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, please request such modifications or accommodation from the City Clerk at 760-768-2102. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting. Please advise us at the time whether you will require accommodations to participate in meetings on a regular basis. Any person affected by any application on this agenda may submit their concerns in writing prior to the meeting or appear in person and be heard in support or opposition to the proposal at the time the matter is considered on the agenda. The staff reports, applications and environmental documents may be viewed at either the office of the City Clerk, 608 Heber Avenue, from 8:30 a.m. until 5:30 p.m., Monday through Thursday, except legal holidays. Telephone inquiries may be made at 760-768-2102. If you challenge any agenda issue in court, you may be limited to raising only those issues that you or someone else raised at the public meeting described in this notice, or in written correspondence delivered to the City of Calexico at, or prior to, the public meeting.

This notice of the agenda is hereby certified to have been posted on or before 6:00 pm on February 9, 2023

  
Lizeth Legaspi, Recording Secretary

6:00pm/ February 9, 2023  
Next meeting date: April 3, 2023, 6:00pm



LIBRARY BOARD OF TRUSTEES

# Agenda Item

## AGENDA ITEM #1

Meeting Date: February 16, 2023  
To: Library Board of Trustees  
From: Lizeth Legaspi, Library Manager  
Subject: Library Board of Trustees Comments

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LIBRARY BOARD OF TRUSTEES

# Agenda Item

## AGENDA ITEM #2

Meeting Date: February 16, 2023  
To: Library Board of Trustees  
From: Lizeth Legaspi, Library Manager  
Subject: Library Manager's Report

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LIBRARY BOARD OF TRUSTEES

## Agenda Item

### AGENDA ITEM #3

Meeting Date: February 16, 2023  
To: Library Board of Trustees  
From: Lizeth Legaspi, Library Manager  
Subject: Approval of Minutes for Special Meeting on November 7, 2022

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# Minutes

MEETING OF: LIBRARY BOARD OF TRUSTEES MEETING  
DATE OF MEETING: Monday, November 7, 2022  
PLACE OF MEETING: Robert F. Morales Multipurpose Room at Camarena Library  
850 Encinas Ave. Calexico, CA 92231  
6:00 p.m.

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CALL TO ORDER: The meeting was called to order by Vice-Chair Alarcon at 5:07 p.m.

ROLL CALL:

<b>Trustees</b>	<b>Attendance</b>
Rosario Duron, Chair	Absent
Maria Alarcon, Vice-Chair	Present
Guadalupe Moreno, Trustee	Present
Angelica Angulo, Trustee	Present
Consuelo Camacho, Trustee	Present

STAFF PRESENT:

- Lizeth Legaspi, Library Manager

PLEDGE OF ALLEGIANCE:

- The pledge of allegiance was led by Trustee Espino.

APPROVAL OF THE AGENDA:

- On motion by Trustee Espino, seconded by Trustee Angulo, the agenda was approved with the addition of an item, Friends of the Library report.

PUBLIC COMMENTS:

- Ms. Chew thanked the library for all the opportunities and services offered to the community and for being very active.



# Minutes

## LIBRARY MANAGER'S REPORT:

- Held Noche Mexicana event with 124 children and over 90 parents in attendance.
- Pre-BID meeting will be held on November 8<sup>th</sup> for the restroom reconstruction project.
- Received \$1,000 donation from Sun Community FCU to replenish book inventory for family nights.
- Raspado with a Cop drew over 200 people in attendance.
- Partnership with ICOE's Early Care & Education Programs. Have offered My first years and Storytimes.
- Offered 5-week Parent/Child Workshops for families with children ages 1-3.
- During TeenTober, issued 47 library cards to Enrique Camarena Junior High students.
- Held book presentation by local author Cecilia Avilez-Duarte.
- 75 students from Robert Morales Adult Basic Education School visited the library for an orientation on programs and services available to the community.
- 199 children and over 150 adults attended the Halloween Family Night program. Starbucks provided coffee, passion tea, cake pops and plastic cups.
- Received 3 Kindergarten classes from Jefferson Elementary. 34 out of 59 children got a library card.
- Thanks to California State Library, our library offers BrainFuse Help Now, a homework tutoring service.
- Library has no custodian again and is in need of more staff.
- Upcoming events mentioned – Veterans give away goodie bag, SDSU book discussion "El epico fracas de Arturo Zamora", December program and Pajama Party in January.

## LIBRARY BOARD OF TRUSTEES COMMENTS:

- Trustee Angulo inquired how are we managing inclusion and what measures are we taking about offering all gender public restrooms. She also offered her assistance if we decide to set up a Dia de los Muertos Altar in the future. She congratulated the library for offering activities to families with children ages 1-3.
- Trustee Alarcon asked how many public restrooms were available and if anyone was allowed to use them. She liked that there are so many programs offered to the community.



# Minutes

- Trustee Espino reported that a student joined the Police Explorer program after attending Raspado with a Cop. These activities help the community come together. Trustee Espino also volunteered to help in setting up an altar for Dia de los Muertos next year.
- Trustee Camacho commended the library for being active and offering so many activities to people of all ages and to all community members. Connections provided by the library benefits the community greatly.

## **CONSENT ITEMS:**

On motion by Trustee Espino and seconded by Trustee Angulo, the minutes from special meeting held on July 19, 2022 were approved as delivered.

## **BUSINESS ITEMS:**

Welcome of New Library Trustee Consuelo Camacho – received a warm welcome from the Library Board and Library Staff. She will work on being the bridge between the west side to town and the library.

### Revision of Library Board of Trustees Bylaws

- On motion by Vice-Chair Alarcon and seconded by Trustee Camacho the revision to the compensation clause was approved.

### 2022 Family Summer Reading Program Report

- Report was provided in regards to number of programs offered and attendance to those programs; people registered and books read among other details.

### Zip Books Grant Award Letter FY 2022-23

- This fiscal year award amounts to \$7,128

### Friends of the Library Report

- Ms. Chew provided a report of the expenses the Friends of the Library have paid in support of library programming. She encouraged board members to become a Friend of the Library by paying a yearly membership. She also pointed out how many families from around the valley attend the library's programs.

## **INFORMATION:**

- Attendance report
- Monthly statistics report





LIBRARY BOARD OF TRUSTEES

# Minutes

- November calendar of activities

## **ADJOURNMENT:**

- On motion by Vice-Chair Alarcon, the meeting adjourned at 6:37 p.m.

Minutes typed by Lizeth Legaspi

*Next Meeting:*

*Monday, February 6, 2023, 6:00 p.m.*

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Maria Alarcon, Vice-Chair

**ATTEST:**

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Lizeth Legaspi, Library Manager



LIBRARY BOARD OF TRUSTEES

# Agenda Item

## AGENDA ITEM #4

Meeting Date: February 16, 2023  
To: Library Board of Trustees  
From: Lizeth Legaspi, Library Manager  
Subject: Election of Officers

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LIBRARY BOARD OF TRUSTEES

# Agenda Item

## AGENDA ITEM #5

Meeting Date: February 16, 2023  
To: Library Board of Trustees  
From: Lizeth Legaspi, Library Manager  
Subject: California Library Survey Report for FY 2021-22

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CLLS Final Report 2021/2022  
**CAMARENÀ MEMORIAL PUBLIC LIBRARY**

## Instructions

[CLLS Final Report Instructions](#)

[FTE Percentages](#)

[Staff Salary Chart \(Excel file\)](#)

## Section 1: Applicant Information

### 1.1 Library Information

a. Full legal name of library jurisdiction	<b>Camarena Memorial Library (Calexico)</b>
b. Street	<b>850 Encinas Ave.</b>
c. City	<b>Calexico</b>
d. Zip	<b>92231</b>

### 1.2 Coordinator Information

a. Contact Name	<b>Lizeth Legaspi</b>
b. Email	<b>llegaspi@calexico.ca.gov</b>
c. Phone	<b>(760) 768-2170</b>
d. New coordinator since June 2022*?	
e. Check here if your program has an additional contact person working with the program	No

### 1.3 Library Director Contact Information

*If the library contracts with another agency to provide library literacy services, please be sure to enter the library director's information here, not the director of the contracted agency.*

a. Library Director's Name	<b>Lizeth Legaspi</b>
b. Library Director's Email	<b>llegaspi@calexico.ca.gov</b>
c. Library Director's Phone	<b>760-768-2170</b>
d. For Library Directors: Have you read and do you agree to the law, mission & values and program essentials?*	Yes
e. New director since June 2022*?	No

### 1.4 Authorized Representative Information

*The "Authorized Representative" refers to the person/people authorized to sign financial documents, certification forms, and report forms on behalf of the library. For example, the authorized representative is the person who can sign the claim form to claim your CLLS award funds.*

a. Authorized Representative's Name	<b>Sandra Fonseca</b>
b. Authorized Representative's Email	<b>sfonseca@calexico.ca.gov</b>
c. Is this individual the correct signatory on any claim forms?	Yes
d. Is this individual the correct signatory on any certifications?	Yes
e. Is this individual the correct signatory on any reports?	Yes

## Section 2: Program Information

a. Program Name	<b>Adult Literacy Services</b>
b. What year did the program start?	<b>2007-2008</b>
c. Left/returned to program	
d. How was the program provided?	In house by the library

**2.1 Basic or institutional information**

Include here only the number of main and branch libraries where adult literacy and ESL services (e.g., one-to-one tutoring, small group instruction, class instruction or computer-lab time) were provided for enrolled adult learners and ESL learners. (Do not include library outlets from other jurisdictions in this number, locations where only community outreach or family literacy programming takes place.)

e. Number of main and branch libraries where adult literacy and ESL services were provided.	2
f. Number of community locations where adult literacy and ESL services were provided.	0
g. Total number of locations (auto-calculated) <sup>1</sup>	2

h. Number of outlets (i.e. main and branch libraries) within library jurisdiction	2
i. Percentage of total library outlets where literacy services were provided	100%
j. Total population served by the library	41,199

**2.2 Participation in Regional Networks and Local Adult Education Consortia**

a. Regional network name	Southern California Library Literacy Network (SCLLN)
b. Did you or a representative from your library actively participate in your regional literacy network during the reporting period?*	Yes
c. Did you or a representative from your library attend any CLLS statewide virtual network meeting or training during the reporting period?*	Yes
d. Did you or a representative from your library participate in your local Adult Education Consortium during the reporting period?*	No

If "No" was selected for question 2.2.d., please explain why you or a representative were unable to participate in your Adult Education Consortium.

**Section 3: Financial Report: Adult Literacy Services, Family Literacy Services, and English as a Second Language Services**

Please complete the following financial report that documents the expenditures for both your CLLS award(s) and local match(es) for your Adult Literacy Services, Family Literacy Services (if applicable), and ESL Services (if applicable). For each CLLS award and local expenditure, please also include a detailed narrative of the expenditures in the "Narrative" column for each program. For example, a "Literacy Materials" narrative may look like: "ALS: Purchased consumable literacy and citizenship preparation workbooks. FLS: Purchased consumable books for all ages for home libraries, materials for educational kits for the whole family, books for our library's collection. ESL: Purchased consumable ESL workbooks." In this example, each program's purchase is clearly identified.

NOTE: If you were not awarded CLLS Round I ESL funds for the January 2022 – June 2022 cycle, you will not complete the "ESL-CLLS" or "ESL-Local" columns of Section 3.1 Financial Report below.

**3.1 Financial Report: Adult Literacy Services, Family Literacy Services and ESL Services**

	ALS - CLLS	ALS - Local	FLS - CLLS	FLS - Local	ESL - CLLS	ESL - Local	Total CLLS Funds	Total Local Funds	Grand Totals	Narrative
Salaries & Benefits		\$25,770		\$5,130				\$30,900	\$30,900	Added local contribution by Library Manager on creating family literacy services programming
Contract Staff	\$20,770		\$4,000		\$3,000		\$24,770	\$3,000	\$27,770	A family literacy person was hired to help carry out family literacy programming
Operations	\$7,585	\$1,000	\$3,000				\$10,585	\$1,000	<sup>2</sup> \$11,585	Funding used to support operations of both adult literacy and family literacy services
Library Literacy Materials	\$1,011	\$1,000	\$3,000				\$4,011	\$1,000	\$5,011	Funding used to support operations of both adult and family literacy services programs.
Small Equipment	\$1,652						\$1,652		\$1,652	A computer and printer were purchased for adult literacy services program
Equipment (\$5,000+)										
<b>Subtotal</b>	<b>\$31,018</b>	<b>\$27,770</b>	<b>\$10,000</b>	<b>\$5,130</b>	<b>\$3,000</b>		<b>\$41,018</b>	<b>\$35,900</b>	<b>\$76,918</b>	Additional local funding is reported due to

Indirect	<sup>3</sup> \$3,400								
					\$3,400				<sup>4</sup> \$3,400
Total	\$34,418	\$27,770	\$10,000	\$5,130	\$3,000	\$44,418	\$35,900		\$80,318

accepting family literacy services monies  
Grant allows us to charge 10% of grant.  
Family Services were not included in here.

### Financial Report Summary

	Current Year	Percentage difference	Narrative
Total ALS expenditures	\$62,188	-21.65%	
Total FLS expenditures	\$15,130	0.00%	
Total ELS expenditures	\$3,000	0.00%	
Total expenditures	\$80,318	1.19%	
Total local contribution ALS	\$27,770	-34.69%	
Total local contribution FLS	\$5,130	0.00%	
Total local contribution ESL	\$3,000	0.00%	
Total local contribution	\$35,900	-15.57%	

## Section 4. Staff Commitment: Adult Literacy Services, Family Literacy Services, and English as a Second Language Services

### Staff Commitment

- Include the FTE for all library personnel and contracted personnel who contribute to the California Library Literacy Services program, including the California Library Literacy Services coordinator, library director, and literacy program staff.
- Library Personnel are those who are city, county, or library district employees.
- Contracted personnel are not city, county, or library district employees. They are people with whom the library contracts separately.
- Only report time spent by library personnel and contracted staff on the California Library Literacy Services program. For example, if you have a staff person who spends 50% of their time on the library literacy program and 50% outside of literacy, only the time spent on the library literacy program, 50% or .5 FTE, should be reported here.
- For each category of personnel, please use the narrative box to provide job titles and briefly describe the tasks carried out by the person or people listed.
- Please see instructions for information on calculating FTEs.

### 4.1 Library Personnel

	FTE	Narrative
Total Adult Literacy Services FTE	0.20	This is the time the Library Manager spends on promotion, instruction of staff, reporting, documenting.
Total Family Literacy Services FTE	0.20	This is the time the Library Manager spent on creating the program, ordering books/supplies, instructing staff and participating in the programs.
Total ESL Services FTE		
Total FTE – library personnel	0.40	

### 4.2 Contract Personnel

	FTE	Narrative
Total Adult Literacy Services FTE	0.60	
Total Family Literacy Services FTE	0.15	This is the time the family literacy assistant spent on programming related assignments
Total ESL Services FTE		
Total FTE – contracted personnel	0.75	

## Section 5. Description of Programs and Activities

YOU MUST CLICK ONE ANSWER FOR EACH PROGRAM - YOU WILL GET AN ERROR MESSAGE IF NOT.  
Please limit descriptions to no more than 150 words.

### 5.1.a Adult Literacy Services Programs and Activities

For each response please include: we did what, how, for whom, with what benefits

- a. Adult Literacy Services (ALS) Yes
- b. Please describe your programs and activities that explains what you did, how you **We recruit and train adults to become literacy tutors.**

did it, for whom you offered it, and the observed benefits. (Max. 150 words.)

*We then pair them with adult learners, which are mostly Calexico residents. Tutors base their tutoring according to specific CLLS literacy goals set by the adult learner. Most couples meet between 1 to 2 hours per week. Some meet in person at the library while others meet virtually via Zoom. Library provides all the material resources needed to complete successful tutoring sessions. If we are not able to pair a learner with a tutor, we offer other digital resources such as Learning Upgrade or Voxy so that the learner can get started receiving assistance. Library staff is always ready to provide guidance when needed. If a learner loses a tutor, the same digital services are offered so that the learner continues their learning journey. Additional programming opportunities are offered to all learners such as a conversation group that meets on a weekly basis & a book club especially designed for them called Library Learners Book Club.*

c. Please describe the outreach you conducted to recruit learners and tutors to your program. (Max. 150 words.)

*We make heavy use of social media (Facebook & Instagram), email blasts, in house flyers, library orientation opportunities and word of mouth. During our bimonthly or so family nights, we set up a booth where a current tutor helps us staff it -- what a better way to promote the program than having someone who is part of it. We have been able to recruit both tutors and learners during these activities. We also use VolunteerMatch.*

d. Please describe how you discovered learners' aspirations and how your program engaged learners in program planning. (Max. 150 words.)

*During the intake process with a prospective learner, we use the CLLS roles & goals to prompt the learner about his/her goal once they are accepted into the program. Every six months or so, staff or tutors review learner goals and update if needed. This is how Library Learners Book Club came to exist because we listened to our learners' needs.*

**5.1.b Adult Learner Data**

a. Number of adult learners who continued from the prior reporting period	<b>24</b>
b. Number of adult learners who began instruction this fiscal year.	<b>29</b>
c. Total number of adult learners who received instruction	<b>53</b>
d. Total number of adult learners who mostly or exclusively received instruction via one-to-one tutoring.	<b>35</b>
e. Total number of adult learners who mostly or exclusively received instruction via small group classes (2-8 people).	<b>0</b>
f. Total number of adult learners who mostly or exclusively received instruction via large group classes (9 or more people).	<b>0</b>
g. Total number of adult learners awaiting instruction or rematch at the end of this reporting period (#) <sup>5</sup>	<b>17</b>
h. Number of adult learners on the waiting list who are using iPads or similar resources for self-directed learning while waiting to be matched with a tutor (#)	<b>24</b>
i. Number of adult learners you served who are incarcerated	<b>0</b>
j. Percentage of adult learners you served who are incarcerated	<b>0%</b>
k. Total number of adult learners with a library card	<b>53</b>
l. Total number of adult learner instruction hours at the end of this reporting period	<b>707</b>

**5.1.c Adult Learner Demographics**

*The totals for each learner demographic categories in the following sections must equal the total number of adult learners served this year. If not, the online reporting system will not let you submit the report. Please use the "unknown" categories only if this information cannot be obtained from the adult learner or their tutor. Please make every attempt to determine the correct adult learner demographics.*

**a. Adult Learner Ethnicity**

*Please include the number of adult learners who identify as Hispanic, Latinx, or Spanish; the number of adult learners who do not identify as Hispanic, Latinx, or Spanish; and the number of unknown adult learner ethnicity.*

*The total ethnicity section should total the total number of learners in 5.1.b.c.*

Hispanic, Latinx, or Spanish (#)	51
Not Hispanic, Latinx, or Spanish (#)	2
Unknown (#)	
Total Ethnicity (#)	53

#### **b. Adult Learner Ancestry/Race**

*Please include the number of adult learners in the ancestry/race category they identify.*

*If an adult learner identifies as two or more ancestry or race, they may be documented in the "Combination of two or more ancestry or race" section. If an adult learner doesn't identify with an ancestry or race on this list, they may be documented under "Other race." If an adult learner's racial identity/ancestry/origin is unknown, they may be documented under "Racial identity/ancestry/origin unknown."*

*The total ancestry/race section should total the total number of learners in 5.1.b.c.*

American Indian or Alaska Native (#)	
Chinese (#)	1
Japanese (#)	
Filipino (#)	
Korean (#)	
Vietnamese (#)	
Asian Indian (#)	
Laotian (#)	
Cambodian (#)	
Other Asian Ancestry/Race (#)	
Black or African American (#)	
Native Hawaiian (#)	
Guamanian (#)	
Samoan (#)	
Chamorro (#)	
Other Pacific Islander Ancestry/Race (#)	
White (#)	51
Combination of two or more ancestry or race (#)	
Other race (#)	1
Racial identity/ancestry/origin unknown (#)	
Total ancestry/race (#)	53

#### **c. Adult Learner Age**

*Please include the number of adult learners in the age bracket that applies to them.*

*If an adult learner's age is unknown, they may be documented in the "Unknown Age" section.*

*The total age section should total the total number of learners in 5.1.b.c.*

Age 16-19	1
Age 20-29	4
Age 30-39	12
Age 40-49	17
Age 50-59	13
Age 60-69	6
Age 70 plus	
Unknown Age	
Total Age	53

#### **d. Adult Learner Gender**

*Please include the number of adult learners in the gender identifier that applies to them.*

*If an adult learner is unsure about their gender identity, they may be documented in "Not Sure." If an adult learner identifies differently than the terms on this list, they may be documented in "Other." If an adult learner prefers not to share their gender identity, they may be documented in "Prefer not to answer."*

*The total gender section should total the total number of learners in 5.1.b.c.*



Man/Male (cis or transgender) (#)	8
Woman/Female (cis or transgender) (#)	45
Non-binary or genderqueer (#)	
Not Sure (#)	
Other (#)	
Prefer not to answer (#)	
Total gender (#)	53

#### e. Adult Learner Prior Education (Optional)

*This section is optional for the 2021-2022 Final Report.*

*Please include the number of adult learners in the prior education bracket that applies to them.*

*The total prior education section should total the total number of learners in 5.1.b.c.*

K-3 (#)	
4-6 (#)	
7-9 (#)	
10-12 (#)	
High school graduate (#)	
Some college (#)	
College graduate (#)	
Post college (#)	
Unknown education (#)	
Total prior education (#)	

#### 5.2.a Family Literacy Services Programs and Activities

a. Family Literacy Services <sup>6</sup>

Yes

*We extended an invitation to all learners (adult literacy & ESL) to join our monthly family literacy program where we wanted to bring the whole family to their learning journey. We included community partners to bring resources and information to participating families. We surveyed all participants and we got very positive comments. They really took advantage and enjoyed books and kits received to use at home.*

b. Please describe your program for enrolled adult learners and their families that explains what you did, how you did it, for whom you offered it, and the observed benefits. (max. 150 words)

*We opened the opportunity to all families who might qualify for the program (via email/Facebook/Instagram). If a new family joined the program (since they saw it advertised on our monthly calendar), the family was welcomed and an intake was scheduled on a follow up call.*

c. Please describe your outreach activities and programming for adults (with families) who are eligible to be enrolled in your California Library Literacy Services program but who are not currently enrolled (max 150 words)

*Unfortunately some were not candidates for adult literacy, but they acknowledged the benefits of the program and they kept on coming and wanting to participate.*

d. Please describe how you discovered learners' aspirations for their families and how your program engaged learners in planning for your family literacy services. (Max. 150 words.)

*We surveyed all participants after each program to see how they like the previous program (including books & kits) and if they had any suggestions. They all were pretty appreciative and pleased with the curriculum, special guests and the program offered.*

#### 5.2.b Enrolled Family Literacy Learner Data

a. Number of enrolled adult learner families served this year.	6
b. Number of children under 5 served in those families	6
c. Number of children age 5-18 served in these families	2
d. Total number of children in enrolled adult learner families served	8
e. Number of family members 19 and older in enrolled adult learner families served	17

#### 5.2.c Unenrolled but CLLS-eligible Family Literacy Learner Data

d. Total number of children in unenrolled families served	9
e. Number of family members 19 and older in unenrolled families served.	17

#### 5.2.d Additional Family Literacy Outputs

a. Number of family literacy programs and activities you provided	8
b. Number of outreach events or activities you provided (in-person or online)	8

c. Number of trainings provided for staff and volunteers	1
d. Total number of books provided to build home libraries	400
e. Total number of other items (e.g., kits) provided for at-home learning	80

**5.2.e Mobile Library Literacy Services**

a. Did you provide CLLS family literacy services using a mobile vehicle apart of the Mobile Library Literacy Services project? No

**5.3.a ESL Services Programs and Activities\***

a. ESL Services No

**5.3.b ESL Learner Data\***

- Number of ESL learners who began instruction this fiscal year
- Total number of ESL learners who received instruction
- Number of ESL learners who mostly or exclusively received instruction via one-to-one tutoring.
- Number of ESL learners who mostly or exclusively received instruction via small group classes (2-8 learners).
- Number of ESL learners who mostly or exclusively received instruction via large classes (9+ learners).
- Number of ESL learners awaiting instruction or rematch at the end of this reporting period
- Number of ESL learners on the waiting list who are using iPads or similar resources for self-directed learning while waiting to be matched with a tutor at the end of this reporting period
- Number of ESL learners you served who are incarcerated
- Percentage of ESL learners you served who are incarcerated
- Total number of ESL learners with a library card
- Total number of ESL learner instruction hours at the end of this reporting period

**5.3.c ESL Learner Demographics\***

*The totals for each learner demographic categories in the following sections must equal the total number of ESL learners served this year. If not, the online reporting system will not let you submit the report. Please use the "unknown" categories only if this information cannot be obtained from the ESL learner or their tutor. Please make every attempt to determine the correct ESL learner demographics.*

**a. ESL Learner Ethnicity**

*Please include the number of ESL learners who identify as Hispanic, Latinx, or Spanish; the number of ESL learners who do not identify as Hispanic, Latinx, or Spanish; and the number of unknown ESL learner ethnicity.*

*The total ethnicity section should total the total number of learners in 5.3.b.b.*

- Hispanic, Latinx, or Spanish (#)
- Not Hispanic, Latinx, or Spanish (#)
- Unknown (#)
- Total Ethnicity (#)

**b. ESL Learner Ancestry/Race**

*Please include the number of ESL learners in the ancestry/race category they identify.*

*If an ESL learner identifies as two or more ancestry or race, they may be documented in the "Combination of two or more ancestry or race" section. If an ESL learner doesn't identify with an ancestry or race on this list, they may be documented under "Other race." If an ESL learner's racial identity/ancestry/origin is unknown, they may be documented under "Racial identity/ancestry/origin unknown."*

*The total ancestry/race section should total the total number of learners in 5.3.b.b.*

- American Indian or Alaska Native (#)
- Chinese (#)
- Japanese (#)
- Filipino (#)
- Korean (#)
- Vietnamese (#)
- Asian Indian (#)
- Laotian (#)

Cambodian (#)  
 Other Asian Ancestry/Race (#)  
 Black or African American (#)  
 Native Hawaiian (#)  
 Guamanian (#)  
 Samoan (#)  
 Chamorro (#)  
 Other Pacific Islander Ancestry/Race (#)  
 White (#)  
 Combination of two or more ancestry or race (#)  
 Other race (#)  
 Racial identity/ancestry/origin unknown  
 Total Ancestry/Race (#)

### c. ESL Learner Age

*Please include the number of ESL learners in the age bracket that applies to them.*

*If an ESL learner's age is unknown, they may be documented in the "Unknown Age" section.*

*The total age section should total the total number of learners in 5.3.b.b.*

Age 16-19 (#)  
 Age 20-29 (#)  
 Age 30-39 (#)  
 Age 40-49 (#)  
 Age 50-59 (#)  
 Age 60-69 (#)  
 Age 70 plus (#)  
 Unknown Age (#)  
 Total Age (#)

### d. ESL Learner Gender

*Please include the number of ESL learners in the gender identifier that applies to them.*

*If an ESL learner is unsure about their gender identity, they may be documented in "Not Sure." If an ESL learner identifies differently than the terms on this list, they may be documented in "Other." If an ESL learner prefers not to share their gender identity, they may be documented in "Prefer not to answer."*

*The total gender section should total the total number of learners in 5.3.b.b.*

Man/Male (cis or transgender) (#)  
 Woman/Female (cis or transgender) (#)  
 Non-binary or genderqueer (#)  
 Not Sure (#)  
 Other (#)  
 Prefer not to answer (#)  
 Total gender (#)

### e. ESL Learner Prior Education

*Please include the number of ESL learners in the prior education bracket that applies to them.*

*The total prior education section should total the total number of learners in 5.3.b.b.*

K-3  
 4-6  
 7-9  
 10-12  
 High school graduate  
 Some college  
 College graduate  
 Post college  
 Unknown Education (#)  
 Total Education (#)

**f. ESL Learner Primary or Home Language**

Please include the number of ESL learners in the primary or home language that applies to them.

The total primary or home language section should total the total number of learners in 5.3.b.b.

Spanish  
 Vietnamese  
 Hmong  
 Chinese  
 Tagalog  
 Korean  
 Other language  
 Other language, please explain  
 Other language  
 Other language, please explain  
 Other language  
 Other language, please explain  
 Total language (#)

**Section 6. Description of Volunteer Activities****6.1.a Adult Literacy Services Volunteer Data**

a. Number of continuing adult literacy volunteer tutors instructing from prior reporting period.	2
b. Number of adult Literacy volunteer tutors who began instructing during this reporting period.	6
c. Total adult literacy volunteer tutors who instructed during this reporting period.	8
d. Number of adult literacy non-tutor volunteers in your literacy program.	0
e. Total number of adult literacy volunteers	8
f. Number of adult literacy volunteer tutors awaiting training/matching/rematching at the end of this reporting period	0

**6.1.b Family Literacy Services Volunteer Data\***

a. Total number of family literacy volunteers	0
---	---

**6.1.c ESL Services Volunteer Data\***

a. Number of ESL Services volunteer tutors who began instructing during this reporting period.	0
b. Total ESL Services volunteer tutors who instructed during this reporting period.	0
c. Number of ESL Services non-tutor volunteers in your literacy program.	0
d. Total number of ESL Services volunteers	0
e. Number of ESL Services volunteer tutors awaiting training/matching/rematching at the end of this reporting period	0

**6.1.d Learner, Tutor, and Staff Ratios**

a. Learner / tutor ratio	6.63
b. Learner / staff ratio	46.09

c. Comments

**6.2 Volunteer Hours**

a. Number of adult literacy volunteer tutor instructional hours	293
b. Number of family literacy volunteer tutor instructional hours	0
c. Number of ESL volunteer tutor instructional hours*	0
d. Number of all other non-tutoring volunteer hours in literacy services	51
e. Total number of volunteer hours	344

**6.3 Volunteer Training**

a. Volunteer Tutor Training Description

*We have created a volunteer tutor training module that can be even completed at home once tutors*

*have been cleared to be part of our program. Topics include: what is literacy, adult learners, phonics, reading & comprehension, vocabulary, writing, workbooks and resources, first tutoring session & reporting progress. In addition, tutors get to review all databases and digital resources available in our system, so that they can refer them to their learners.*

b. Number of training hours new tutors are required to complete before beginning to tutor.	6
c. Total number of volunteer tutor training hours	36

#### 6.4 Volunteer Demographics

*The totals for each volunteer demographic category in the following sections must equal the total number of volunteers who served this year. If not, the online reporting system will not let you submit the report. Please use the "unknown" categories only if this information cannot be obtained from the volunteer. Please make every attempt to determine the correct volunteer demographics.*

##### a. Volunteer Ethnicity

*Please include the number of volunteers who identify as Hispanic, Latinx, or Spanish; the number of volunteers who do not identify as Hispanic, Latinx, or Spanish; and the number of unknown volunteer ethnicity.*

*The total ethnicity section should total the total number of volunteers in your adult literacy, family literacy (if applicable), and ESL services (if applicable) programs.*

Hispanic, Latinx, or Spanish (#)	8
Not Hispanic, Latinx, or Spanish (#)	
Unknown (#)	
Total Ethnicity (#)	8

##### b. Volunteer Ancestry/Race

*Please include the number of volunteers in the ancestry/race category they identify.*

*If a volunteer identifies as two or more ancestry or race, they may be documented in the "Combination of two or more ancestry or race" section. If a volunteer doesn't identify with an ancestry or race on this list, they may be documented under "Other race." If a volunteer's racial identity/ancestry/origin are unknown, they may be documented under "Racial identity/ancestry/origin unknown."*

*The total ancestry/race section should total the total number of volunteers in your adult literacy, family literacy (if applicable), and ESL services (if applicable) programs.*

American Indian or Alaska Native (#)	
Chinese (#)	
Japanese (#)	
Filipino (#)	
Korean (#)	
Vietnamese (#)	
Asian Indian (#)	
Laotian (#)	
Cambodian (#)	
Other Asian Ancestry/Race (#)	
Black or African American (#)	
Native Hawaiian (#)	
Guamanian (#)	
Samoan (#)	
Chamorro (#)	
Other Pacific Islander Ancestry/Race (#)	
White (#)	8
Combination of two or more ancestry or race (#)	
Other race (#)	
Racial identity/ancestry/origin unknown	
Total Ancestry/Race (#)	8

**c. Volunteer Age**

Please include the number of volunteers in the age brackets that applies to them.

If a volunteer's age is unknown, they may be documented in the "Unknown Age" section.

The total age section should total the total number of volunteers in your adult literacy, family literacy (if applicable), and ESL services (if applicable) programs.

Age 16-19	3
Age 20-29	3
Age 30-39	1
Age 40-49	
Age 50-59	1
Age 60-69	
Age 70 plus	
Unknown Age	
Total Age	8

**d. Volunteer Gender**

Please include the number of volunteers in the gender identifier that applies to them.

If a volunteer is unsure about their gender identity, they may be documented in "Not Sure." If a volunteer identifies differently than the terms on this list, they may be documented in "Other." If a volunteer prefers not to share their gender identity, they may be documented in "Prefer not to answer."

The total gender section should total the total number of volunteers in your adult literacy, family literacy (if applicable), and ESL services (if applicable) programs.

Man/Male (cis or transgender) (#)	
Woman/Female (cis or transgender) (#)	8
Non-binary or genderqueer (#)	
Not sure (#)	
Other (#)	
Prefer not to answer (#)	
Total Gender (#)	8

## Section 7. Community Partners: Adult Literacy Services, Family Literacy Services, and English as a Second Language Services

Community partners include any agencies, businesses, schools, or other entities with which you have an agreement (casual or formal) to receive or provide services and/or support at no charge.

The following are NOT considered to be community partners and should not be included in the list:

- The library or other library departments. Literacy services should be a core library service that is integrated with other library departments.
- (If relevant) The agency with which the library contracts to provide library literacy services. This agency receives California Library Literacy Services funds or matching CLLS local funds to deliver library literacy services on behalf of the library and is a contractor.
- Any other contractor to which you provide any CLLS funds or matching CLLS local funds to deliver literacy services
- Other local library locations within your library jurisdiction or if they contract with your library to provide library literacy services
- Library or literacy Friends groups and foundations

Please list up to five community partners that you worked with this year to deliver literacy services in your community. For each one, describe how you worked together. Please refer to the examples at the end of the instructions for guidance.

### 7.1 Adult Literacy Services Community Partner Information

Summary 3	3
<b>Enter community partner name</b>	<b>Description required (Max. 150 words each description)</b>
San Diego State University - IV Campus	We reached out to a professor to allow us to do a presentation to aspiring teachers. We introduced them to our adult literacy program in an effort to recruit tutors.

**Calexico Neighborhood House** *Calexico Neighborhood House offers preschool services to low-income families. We participated in their parent meetings to introduced adult and family literacy services to participating families.*

**Calexico Housing Authority** *We sent our monthly calendar along with adult literacy services flyers in the monthly rent invoice sent to their families.*

## 7.2 Family Literacy Services Community Partner Information

Summary 5

5

Enter

**community partner name** *Description required (Max. 150 words each description)*

**ICOE - Early Care & Education Program**

*We partnered with ICOE's Early Care & Education Program staff. They presented their STEAM/Science program during a family literacy program. They also brought their "My first years" to our families (4-week course). Lastly, they brought an additional Storytime program every other Friday to all of our families.*

**Clinicas de Salud del Pueblo**

*The Reach Out & Read Program is offered in conjunction with Innercare (formerly Clinicas de Salud del Pueblo). Children ages 0-5 receive a book at every well-child visit. The pediatrician who leads the program takes the opportunity to encourage them to visit the public library and provides information about our programs & services.*

**Imperial County Health Department**

*A nutritionist of the Imperial County Health Department attended one of our family literacy programs and provided excellent information to our families. Families activity participated in the conversation regarding healthy eating.*

**Calexico Police Department**

*A police sergeant of the Calexico Police Department participated in our of our programs and taught families about stranger danger, safety and even read a couple of books to our participants.*

**Burn Institute**

*They provided a presentation about the dangers of fire and how to make it safer for children around the kitchen.*

## 7.3 ESL Services Community Partner Information\*

Summary

Enter community partner name

*Description required (Max. 150 words each description)*

## Section 8: Library Impact

### 8.1 General Impact

a. What program and service needs do you have that you are unable to meet and why? (Max. 150 words.)\*

*I wish we had more volunteer tutors to be able to provide tutoring services to all (no wait lists). I also wish we had at least a part-time person on staff (city funded) to help me carry out the responsibilities of this awesome grant program. Constant turn over of literacy assistants impacts us.*

b. How do you collaborate and connect with other library departments? (Max. 150 words.)\*

*The library department is ONE. Family & Literacy Services are one with the library. Every staff member is able to provide basic information and then direct to the appropriate person.*

c. Library Director's statement: How have your literacy services impacted the rest of the library in this grant year? (max 300 words)

*Literacy Services always impact the library is a positive way. Thanks to this wonderful opportunity, we are able to help adults reach their goals and at the same time, we are able to offer all the materials and resources they need to work on their English language improvement.*

### 8.2 Program Success Stories

a. Please share one success or impact story from your adult literacy services program. (Max. 300 words.)

*Here is a note from one of our learners "I would like to thank all the Camarena Librarians because of your efforts to improve my English lessons. I really have learned a lot of vocabulary and their pronunciation. I also have learned to join many words forming entire phrases, and my conversation is more fluid now. I want to continue to get advanced with the whole programs that the Camarena Library offers us. On the other hand I'm very thankful because three years ago I finally left my job in Mexico can get a new one in the US because my library tutor guided me to apply and trained me practicing with some interviews. I really want to*

b. Please share one success or impact story from your family literacy services program (if applicable). (Max. 300 words.)

c. Please share one success or impact story from your English as a Second Language services program (if applicable). (Max. 300 words.)\*

d. Is there anything else you'd like to tell us?

*continue learning with your help. Thank you for all your support".*

*"Last nutrition education was with the pyramid. It was enlightening and I've used the information to change my diabetic parents diet incorporating tons of veggies into the menu. I love these programs, they're well thought out, informative and my niece really enjoys them."*

*When we are able to move a person who has taken ESL classes for at least a year to our adult literacy services program.*

*I am grateful for this wonderful program available to our Calexico community.*

### 8.3 Program Outcomes: Roles and Goals Report

*In the following report, please report the Roles and Goals data for both the adult learners and CLLS-funded ESL learners (if applicable) in your program.*

a. Total number of adult learners and ESL learners who received instruction during this reporting period	53
b. Number of adult learners and ESL learners who set at least one goal during this period	51
c. Percentage of adult learners and ESL learners who set at least one goal during this period	96%
d. Number of adult learners and ESL learners who made progress toward at least one goal in this period	7
e. Percentage of adult learners and ESL learners who made progress toward at least one goal	13%
f. Number of adult learners and ESL learners (not number of goals) who met at least one goal	14
g. Percentage of adult learners and ESL learners who met at least one goal	26%

### 8.4 Roles and Goals Data

*For each of the following sections, please enter the number of adult learners and ESL learners who set each goal, the total number of learners who met each goal, and the total learners who made progress toward each goal but did not meet the goal. Please report an individual learner as having (a) made progress or (b) met a specific goal, but not both. Total learners setting goals may exceed number who met or made progress; but numbers meeting or making progress may not exceed total reported as setting the goal.*

#### a. Lifelong Learner Role Data

	Total number of learners who set goals	Total number of learners who met goals	Percentage accomplished	Total number of learners who made progress	Percentage progress
Learn the alphabet, letters and sounds (#)	10	1	10.00%	1	10.00%
Learn math skills (#)	1		0.00%		0.00%
Read a book (#)	29	4	13.79%		0.00%
Read news or magazine (#)	8		0.00%		0.00%
Write a note, message or text (#)	15	1	6.67%		0.00%
Write a letter, poem, story or essay (#)	13	3	23.08%		0.00%
Fill out a form or application (#)	8		0.00%	1	12.50%
Use a new technology skill (#)	10	1	10.00%		0.00%
Use the library (#)	7		0.00%	1	14.29%
Get a diploma (#)	6		0.00%		0.00%
Total who met one of the goals in the lifelong learner section (#)	10				

#### b. Worker Role Data

	Total number of learners who set goals	Total number of learners who met goals	Percentage accomplished	Total number of learners who made progress	Percentage progress
Search for a job (#)	4		0.00%		0.00%



Apply for a job (#)	4	1	25.00%	0.00%
Interview for a job (#)	12	2	16.67%	0.00%
Get a job or get a better job (#)	9	1	11.11%	0.00%
Perform current job tasks better (#)	4		0.00%	0.00%
Use work related technology (#)	8		0.00%	12.50%
Read work related manual (#)	3		0.00%	0.00%
Write work related materials (#)	5		0.00%	0.00%
Obtain a license or certificate (#)	12		0.00%	0.00%
Total who met one of the goals in the worker section (#)	4			

### c. Family Member Role Data

	Total number of learners who set goals	Total number of learners who met goals	Percentage accomplished	Total number of learners who made progress	Percentage progress
Share a book with family member (#)	8	2	25.00%		0.00%
Take a family member to library program (#)	4	1	25.00%	1	25.00%
Help a family member with homework and studying (#)	6	1	16.67%		0.00%
Read a medicine label (#)	6	1	16.67%		0.00%
Pay my bills (#)	7	1	14.29%		0.00%
Access help with family legal documents (#)	6		0.00%		0.00%
Communicate effectively with educators (#)	13		0.00%		0.00%
Communicate effectively with medical professionals (#)	15	1	6.67%		0.00%
Communicate effectively with family members (#)	5		0.00%		0.00%
Navigate systems and services (#)	6		0.00%		0.00%
Total who met one of the goals in the family member section (#)	7				

### d. Community Member and Citizen Role Data

	Total number of learners who set goals	Total number of learner who met goals	Percentage accomplished	Total number of learners who made progress	Percentage progress
Access community resources (#)	5		0.00%	1	20.00%
Get involved in the community (#)	10		0.00%		0.00%
Speak to others about the library literacy program (#)	7		0.00%		0.00%
Get a driver's license (#)	4		0.00%		0.00%
Prepare to vote (#)	4		0.00%		0.00%
Became a Citizen	26	4	15%	1	3.85%
Vote (#)	2		0.00%		0.00%
Total who met one in the community member and citizen section (#)	4				

### e. Family Literacy Outcomes

Please report the number of enrolled adults in your California Library Literacy Services program who have engaged in Family Literacy programming who report the following outcomes. For this section, please review the Family Literacy Evaluation Framework (<https://libraryliteracy.org/for-coordinators/family-literacy-evaluation-framework/>).

a. Communicating better with their family or on behalf of their family (#)	6
b. Percentage of enrolled adults who indicated they communicated better with their family or on behalf of their family	100.00%
c. Using new resources to support their family (#)	4

d. Percentage of enrolled adults who indicated they used new resources to support their family	66.67%
e. Noticing changes in how they are able to support different family members (#)	3
f. Percentage of enrolled adults who indicated they noticed a change in how they were able to support different family members	50.00%
g. Being able to select and share books with family members (#)	6
h. Percentage of enrolled adults who indicated they were able to select and share books with family members	100.00%

## Section 9. English Language and Literacy Intensive, Non-CLLS English as a Second Language Services, and Other Services

Please complete the following financial report that documents the local expenditures for non-CLLS funded services. This section is intended to describe other services your literacy program offers that serves the adult learner community. Please use this section of the report for Career Online High School scholarship expenses. For each local expenditure, please also include a detailed narrative of the expenditures in the "Narrative" column for each program. For example, a "Literacy Materials" narrative may look like: "Other Services: Purchased consumable Spanish literacy preparation workbooks. Non-CLLS ESL: Purchased consumable ESL workbooks." In this example, each program's purchase is clearly identified.

NOTE: If you were NOT awarded CLLS ESL funds between January 2022 – June 2022 and have not applied or do NOT plan to apply for CLLS-funded ESL funds in 2022-2023, please include your non-CLLS ESL expenditures in this section.

### 9.1 Financial Report: Local funds that support English Language and Literacy Intensive, Non-CLLS English as a Second Language Services, and Other Services

Use the narrative column to explain how the funds listed in each row were used. For example: detail how operations funds were used, or what literacy materials were purchased.

	ELLI - Local Funds	Non-CLLS ESL - Local Funds	Other Services - Local Funds	Total Local Funds	Narrative
Salaries & Benefits					
Contract Staff		\$3,000		\$3,000	Stipend provided to ESL instructor
Operations		\$630	\$500	\$1,130	Increased cost of cleaning the Carnegie Tech Center
Literacy Materials		\$1,762		\$1,762	Purchased books for ESL learners
Small Equipment (\$5,000+)					
Indirect					
<b>Total</b>		\$5,392	\$500	\$5,892	

### 9.2 Staff Commitment: English Language and Literacy Intensive, Non-CLLS English as a Second Language Services, and Other Services

#### 9.2a Library Personnel

	Total FTE	Narrative
Total ELLI FTE		
Total Non-CLLS ESL FTE		
Total Other Services FTE		
<b>Total Library Personnel</b>	0.00	

#### Other - Contract Personnel

Summary	FTE	Salary/Wages/Benefits	Title	Name of Person	Literacy Job Duties
Other					

#### 9.2b Contract Personnel

	Total FTE	Narrative
Total ELLI FTE		
Total Non-CLLS ESL FTE	0.20	
Total Other Services FTE	0.20	

**9.3 English Language and Literacy Initiative**

The English Language and Literacy Initiative (ELLI) supports California schoolchildren who struggle to learn English and connects parents with English-as-a-Second-Language programs. If your California Library Literacy Services program offers an ELLI program, please describe it here.

a. English Language and Literacy Intensive

No

**9.4 Non-CLLS-funded English as a Second Language Services**

If you were NOT awarded CLLS ESL funds between January 2022 – June 2022 and have not applied or do NOT plan to apply for CLLS-funded ESL funds in 2022-2023, please describe your non-CLLS-funded ESL services here.

a. Non-CLLS English as a Second Language Services

Yes

**We offer basic ESL classes three times per week for 1.5 hours each day. Class capacity is about 20 students. The class is offered to help those who do not qualify for the ALS program to improve their basic English skills. The class serves as a springboard for some of the students to move into one-on-one tutoring sessions. This program is once again offered in person.**

b. If yes, please provide a description of this aspect of your program that explains what you did, how you did it, for whom you offered it, and the observed benefits. (max. 150 words)

c. Total number of non-CLLS ESL learners served <sup>8</sup>

56

**d. First or home language of ESL adults served**

Please include the number of non-CLLS-funded ESL learners in the first or primary language bracket that applies to them.

The total primary or home language section should total the total number of learners in 9.4.c.

Spanish

56

Vietnamese

Hmong

Chinese

Tagalog

Korean

Other language

Other language

Other language

Other language

Total Languages

56

**ESL (cont'd)**

e. Please share one success or impact story from your non-CLLS-funded ESL program. (max. 150 words)

**We received a letter from a current student (in Spanish) telling us how grateful she is with the service and with the retired teacher who teaches the class. She speaks highly of her and is very thankful to the library for offering quality programs to the community.**

f. Is there anything else you would like to tell us about your non-CLLS-funded ESL program? (max. 150 words)

**Our current instructor is leaving us after this semester (ends in January) due to family matters. We are trying to find a replacement so that we can continue to offer this service.**

**9.5 Other Services**

Other Services are defined as literacy services beyond the identified California Library Literacy Services programs and target populations. California Library Literacy Services funds do not support Other Services, including the cost of staff time and other expenditures. However, we appreciate local libraries that have identified other resources to provide such services as Career Online High School, Reach Out and Read, tutoring for high school students, and other outreach and educational activities. To gain a complete picture of local services, we ask you to please tell us about those services.

a. Other Services

Yes

b. If yes, please provide a description of this aspect of your program that explains what you did, how you did it, for whom you offered it, and the observed benefits. (max. 150 words)

**We continue to offer the Reach Out & Read program in conjunction with Innercare (formerly Clinicas de Salud del Pueblo) to further promote and offer family literacy services. Children (ages 0-5) receive a free book during child-well visits and the pediatrician**

***informs parents about library services available. The benefits include a bigger outreach of community members who in turn will benefit by participating in library programs and using its services such as adult & family literacy services.***

c. Please share one success or impact story from your Other Services. (max. 150 words)

d. Is there anything else you would like to tell us? (max. 150 words)

***We would like to offer a Reading Assistance program for children in K-3rd grade. We have noticed that children that come get homework help are NOT able to read... and some are in 4th grade. The pandemic made this issue worse.***

<sup>1</sup>, g. We moved the ESL classes to the Carnegie Technology Center -- last year they were offered via Zoom. (0-2022-11-15)

<sup>2</sup>, Some of the costs of operations were not included in the initial budget such as digital services purchased with grant funds. Sorry! (0-2022-11-15)

<sup>3</sup>, Grant allows to charge 10% towards indirect cost. (0-2022-11-15)

<sup>4</sup>, Grant allows to charge 10% towards indirect cost. (0-2022-11-15)

<sup>5</sup>, g. This year we offered a citizenship course. Many of them were only interested in this course, but not one-on-one tutoring services. (0-2022-11-15)

<sup>6</sup>, a. We requested funding for Family Literacy Services this fiscal year. (0-2022-11-14)

<sup>7</sup>, e. Due to covid issues, learners/tutors were not able to meet as often as in the previous years. (0-2022-11-15)

<sup>8</sup>, c. We increased the number of students allowed in the in-person classroom. (0-2022-11-15)



LIBRARY BOARD OF TRUSTEES

## Agenda Item

### AGENDA ITEM #6

Meeting Date: February 16, 2023  
To: Library Board of Trustees  
From: Lizeth Legaspi, Library Manager  
Subject: Public Library Survey Report for FY 2021-22

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## Public Library Survey

These instructions are written to assist you in filing this year's California Public Library Report with the California State Library. The report incorporates data elements requested by the Public Library Statistics Cooperative coordinated by the Institute of Museum and Library Services.

In financial sections, report whole dollars only, omit cents.

Enter "0" if the entry is zero.

If a figure is unknown, check the "unavailable" box. This will insert a "-1" in the data field.

Do not repeat last year's figure if the figure for this year is unknown. This will result in a request for clarification/verification from the State Data Coordinator.

There are edit check functions on many data elements. If you enter an amount that is significantly different than the previous year, for instance, you will receive an error message. Please verify the accuracy of your entry, and if it is correct, make a note explaining the difference by clicking on the notepad icon to the left of the data entry box.

The due date for completion of this year's annual report is Tuesday, November 8, 2022.

### Section 1 Directory and Administrative information

Your Directory information, as it currently exists in our files, is provided. Please review this data and make updates or corrections. Please notify CSL for major address changes only.

1.1 Library ID	M615
1.2 FSCS ID	CA0019
1.3 Short Name	Calexico
1.4 Library Name	CAMARENA MEMORIAL PUBLIC LIBRARY

#### Director's Contact Information

Please enter the name and title of the person with direct overall administrative responsibility for the library. If position is not filled, enter "VACANT" in 6 and leave 7 & 8 blank.

1.5 Courtesy Title	Ms.
1.6 Director First Name	Lizeth
1.7 Director Middle Name	A
1.8 Director Last Name	Legaspi
1.9 Director Title	Library Manager

#### Physical Address

1.10 - 1.17 CSL only. Contact CSL with changes

Street address of main library or headquarters, including city, ZIP and ZIP+4. (Prefilled, changeable by CSL only)

NOTE: Please notify us of major changes only to the address for an obvious error or when a completely new address is needed.

1.10 Street Address	850 ENCINAS AVE.
1.11 City	CALEXICO
1.12 Zip	92231
1.13 Zip +4	2559

#### Mailing Address

Mailing address or Post Office Box, including city, ZIP and ZIP+4 for mailing. The street address is repeated if it is the same as the mailing address. (Prefilled, changeable by CSL only).

NOTE: Please notify us of major changes only to the address for an obvious error or when a completely new address is needed.

1.14 Mailing Address	850 ENCINAS AVE.
1.15 Mailing City	CALEXICO
1.18 Mailing Zip	92231
1.17 Mailing Zip +4	2559

#### Library Contact and Service Info

1.18 Public Phone Number - Administration	7607682170
1.19 Reference Phone Number	(760) 768-7480
1.20 TDD for Deaf	-1
1.21 Library Director's Email address	llegaspi@calexico.ca.gov
1.21a Include email in directory distributed to CA library directors?	Yes
1.21b Make email available to professional library orgs?	Yes
1.21c Make email available to public	Yes
1.21d Deputy Director name	
1.21e Deputy Director email	
1.22 Library Public Email address or "contact me" URL	library@calexico.ca.gov
1.23 Library's Web Address	https://calexicolibrary.org
1.24 Name of person completing this survey	Lizeth Legaspi
1.25 Phone # of person completing this survey	(760) 768-2170
1.26 Email address of person completing this survey	llegaspi@calexico.ca.gov
1.27 Is this library jurisdiction designated by local government as a supporting department in emergency operations?	Yes

#### Library Codes

Items 1.27-1.39 are filled by CSL only. If you have questions or changes, please contact Meg DePriest.

1.28 Size Square Mile	7.00
1.29 Interlibrary Relationship code	Member of a Federation or Cooperative
1.30 Legal Basis Code	Municipal Government (city, town or village)
1.31 Administrative Structure Code	Administrative Entity with Multiple Direct Service Outlets where Administrative Offices are Not Separate
1.32 FSCS Public Library Definition	Yes
1.33 Geographic Code	Place (e.g., incorporated city or village, censusdesignated), entirety
1.34 Legal Service Area Boundary Change	No
1.35 Library Type	Municipal Library
1.36 County	Imperial
1.37 CLSA System Library	Serra Cooperative Library System
1.38 State	California
1.39 Fiscal Year	2021-22

#### Section 1a. COVID-19 Data

All yes/no questions

1.40 Closed Outlets Due to COVID-19 <sup>1</sup>	Yes
1.41 Public Services During COVID-19	Yes
1.42 Electronic Library Cards During COVID-19	Yes
1.43 Reference Service During COVID-19	Yes
1.44 Outside Service During COVID-19	Yes
1.45 External WiFi Access Added During COVID-19	Yes
1.46 External WiFi Access Increased During COVID-19	No
1.47 Staff Re-Assigned During COVID-19	No

## Section 2 Population and Outlets

2.1 Population of The Legal Service Area	38,711
2.2 Registered Users as of June 30	9,903
2.3 Children Borrowers	7,205

### Outlets

Total number of public service outlets including fixed building outlets and mobile libraries. Only vehicles themselves, not mobile library stops, are counted within total outlets.

2.4 # of Central Libraries	1
2.5 # of Branch Libraries	1
2.6 # of Bookmobiles	0
2.7 Total # of Outlets	2
2.8 # of other library outreach vehicles or structures	0
2.9 Number of kiosks	0
2.10 Total Square Footage (auto calculated in LibPAS from entries in outlets section)	16,560

## Section 3 Library Income

Report revenue used for operating expenditures as defined below. Include federal, state, local, or other grants. DO NOT include revenue for major capital expenditures, contributions to endowments, revenue passed through to another agency (e.g., fines), or funds unspent in the previous fiscal year (e.g., carryover). (Funds transferred from one public library to another public library should be reported by only one of the public libraries. The State Data Coordinator shall determine which library will report these funds.) Report whole dollars only (omit cents).

3.1 Local Government (all sources)	\$499,060
3.2 State Funds (e.g. CLSA, PLF, ELLI, etc.)	\$57,418
3.3 Federal Funds (e.g. LSTA or other)	\$0
3.4 All Other Operating Income	\$0
3.5 Total Operating Income	\$556,478

### Capital Income

Report all revenue to be used for major capital expenditures, by source of revenue. Include funds received for (a) site acquisition; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial collections (print, non-print, and electronic) for new buildings, building additions, or building renovations; (e) computer hardware and software used to support library operations, to link to networks, or to run information products; (f) new vehicles; and (g) other one-time major projects. Exclude revenue to be used for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude income passed through to another agency (e.g., fines), or funds unspent in the previous fiscal year (e.g., carryover). Funds transferred from one public library to another public library should be reported by only one of the public libraries. Report whole dollars only (omit cents). Note that the amounts reported for Total Capital Revenue and Total Capital Expenditures are not expected to be equal. Report federal, state, local, and other revenue to be used for major capital expenditures in the following categories:

3.7 Local Government (taxes and allocations)	\$0
3.8 State Funds	\$0
3.9 Federal Funds	\$0
3.10 Other Income	\$0
3.11 Total Capital Outlay Income	\$0

## Section 4 Library Expenditures

Operating expenditures are the current and recurrent costs necessary to support the provision of library services. Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy taxes) "on behalf of" the library may be included if the information is available to the reporting agency. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included. Do not report the value of free items as expenditures. Do not report estimated costs as expenditures. Do not report capital expenditures under this category. Report whole dollars only, omit cents. Include local, state, federal, and other funding sources.

### Staff Expenditures



4.1 Salary & Wages Expenditures	\$202,813
4.2 Employee Benefits Expenditures	\$100,515
4.3 Total Staff Expenditures	\$303,328

#### Collection Expenditures

This includes all operating expenditures from the library budget for all materials in print, microform, electronic, and other formats considered part of the collection, whether purchased, leased, or licensed. Exclude charges or fees for interlibrary loans and expenditures for document delivery.

4.4 Print Materials Expenditures (except Serials)	\$15,000
4.5 Print Serial Subscription Expenditures	\$2,451
4.6 Total Print Materials Expenditures	\$17,451
4.7 Electronic Materials Expenditures	\$6,580
4.8 Other Materials Expenditures	\$0
4.9 Total Collection Expenditures	\$24,031

#### Other Expenditures

4.10 All Other Operating Expenditures	\$145,400
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#### Operating Expenditures

4.11 Total Operating Expenditures	\$472,759
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#### Capital Expenditures

Capital expenditures. Report major capital expenditures (the acquisition of or additions to fixed assets). Examples include expenditures for (a) site acquisitions; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial book stock for new buildings, building additions, or building renovations; (e) library automation systems; (f) new vehicles; and (g) other one-time major projects. Include federal, state, local, or other revenue used for major capital expenditures. Only funds that are supported by expenditure documents (e.g., invoices, contracts, payroll records, etc.) at the point of disbursement should be included. Estimated costs are not included. Exclude expenditures for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude contributions to endowments, or revenue passed through to another agency (e.g., fines). Funds transferred from one public library to another public library should be reported by only one of the public libraries.

4.12 Total Capital Expenditures	\$23,700
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#### Specific Expenditures (no data post 2018)

### Section 5 Library Staff

Report figures as of the last day of the fiscal year. Include all positions funded in the library's budget whether those positions are filled or not.

5.1 Total number of full time employees (count heads, use library definition of "full time")	3.00
5.2 Total number of part time employees (count heads, use library definition of "part time")	1.00
5.3 Total count of persons employed - full and part time	4.00
5.4 ALA Librarians (FTE) who have accredited ALA Masters	1.00
5.5 FTE Total Librarians (ALA or other)	1.00
5.6 FTE All other paid staff	3.00
5.7 Total Staff FTE	4.00

#### Volunteers

5.8 Total number of volunteers (count heads)	29
5.9 Total hours volunteered in the reporting year	4,132.00

## Section 6 Library Collection

This section of the survey collects data on selected types of materials. It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures.

Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

6.1 Books Children Held as of June 30	37,505
6.2 Books Young Adult Held as of June 30	5,392
6.3 Total Print Materials Held	68,640
6.4 Languages Represented by Organized Collections in print materials (check all that apply)	Spanish
6.5 # of Physical Audio Materials	782
6.6 # of Physical Video Materials <sup>2</sup>	651
6.7a Do you loan internet enabled devices? (Laptops, Chromebooks, etc.)	No
6.7b How many devices available for check-out and use outside the library?	0
6.8a Do you lend hot spots?	No
6.8b How many hot spots available for check-out and use outside the library?	0
6.9 Other Physical Items	9
6.10 Total Physical Items	70,082
6.11 # of Current Serial Subscriptions	26

### Electronic Items

6.12a Electronic Books, locally funded <sup>3</sup>	166,872
6.12b eBooks for All/Palace Project	13,108
6.12 Total Electronic Books	179,980
6.13 # of Downloadable Audio Materials	291,648
6.14 # of Downloadable Video Materials	22,538
6.15 Electronic Collections Locally Funded as of June 30	3
6.16 Electronic Collections State Funded	13
6.17 # of Electronic Collections	16

## Section 7 Library Services

Report annual totals in this section.

7.1 Hours Open, All Outlets	1,075
7.2 Library Visits	20,023
7.3 Library visits reporting method	Annual Count
7.4 Reference Questions	272
7.5 Reference transactions reporting method	Annual Count

### Circulation

Circulation of all materials of all types including renewals.

Note: Count all materials in all formats that are charged out for use outside the library. Interlibrary loan transactions included are only items borrowed for users. Do not include items checked out to another library.

Counting Electronic Items and Usage

Counting Successful Retrieval of Electronic Information

### Late fines

7.6 Do you charge any patrons late fines for physical materials?	Yes
7.7 Charge per day for Adults	\$0.15
7.8 For Young Adults	\$0.15
7.9 For Children	\$0.05

#### **Circulation of Physical Materials**

7.10 Total Physical Item Circulation	9,860
7.11 Circulation of Children's Materials	6,947
7.12 Circulation of Non English Materials	1,225
7.13 ILL loans to others	0
7.14 ILL loans received	0
7.15 Circulation of internet-enabled devices (laptops, Chromebooks, etc)	0
7.16 Circulation of hotspots	0
7.17 Circulation of Other Physical Items	0

#### **Electronic Content Use**

7.18 Circulation of Electronic Materials	5,533
7.19a Successful Retrieval of State-funded Electronic information (autofilled)	717
7.19b Successful Retrieval of locally-funded electronic information	-1 Unavailable
7.19c Successful Retrieval of Electronic Information	717

#### **Successful Retrieval of State-funded Electronic information (autofilled)**

Archives Unbound	81
Brainfuse	168
Coursera *This entry may be adjusted. Awaiting vendor confirmation.	8
EBSCO	10
Escolar	25
Gale In Context: Environmental Studies	
GetSetUp	4
Interactive Science	
Linkedin Learning	
National Geographic Kids	
Northstar	1
New York Times	25
Proquest	0
School Edition	365
Skillshare	30
Teaching Books	0

#### **Circulation Totals**

7.20 Total Annual Circulation	15,393
7.21 Total Electronic Content Use	6,250
7.22 Total Content Use	16,110

#### **Programming**

A program is any planned event which introduces the group attending to any of the broad range of library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include film showings; lectures; story hours; literacy, English as a second language, and citizenship classes; and book discussions.

Count all programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs. Report the number of programs and attendance, by age group.

**NOTE:** Exclude library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities.

## **Live Programming**

A program is any planned event which introduces the group attending to any of the broad range of library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include film showings; lectures; story hours; literacy, English as a second language, and citizenship classes; and book discussions. Count all programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs. Report the number of programs and attendance, by age group.

**NOTE:** Exclude library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities.

**NOTE:** If a program serves multiple age groups, select the one age group below that best matches the program's target or majority audience.

### **Children's programming**

A children's program is any planned event for which the primary audience is children and which introduces the group of children attending to any of the broad range of library services or activities for children or which directly provides information to participants. Children's programs may cover use of the library, library services, or library tours. Children's programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include story hours and summer reading events.

**Note:** The National Center for Education Statistics (NCES): Children and Young Adults Defined (Services and Resources for Children and Young Adults in Public Libraries [August 1995, NCES 95357]) defines children as persons age 11 years and under.

### **Young Adult Programming**

A Young Adult program is any planned event for which the primary audience is young adults age 12 to 18 and which introduces the group of young adults attending to any of the broad range of library services or activities for young adults or which directly provides information to participants. Young adult programs may cover use of the library, library services, or library tours. Young adult programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include book clubs and summer reading events.

**Note:** Young Adult age is defined as 12 through 18 years and includes 18- year-olds. The Young Adult Library Services Association (YALSA) defines young adults as age 12 through 18.

### **Adult Programming**

An adult program is any planned event for which the primary audience is adult and which introduces the group of adults attending to any of the broad range of library services or activities for adults or which directly provides information to participants. Adult programs may cover use of the library, library services, or library tours. Adult programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include book clubs, instruction and reading events.

### **Off-Site Programming**

An offsite program is any program sponsored or co-sponsored by the library that takes place outside a library facility (including bookmobiles) or off library grounds regardless of primary target audience. This would include visits by library staff or volunteers to a school, adult center, etc., or programs provided via pop-up mobile units.

**NOTE:** These programs should also be included in responses for above age- related programming/attendance.

## **Early learning: Ages 0-5**

A program session targeted at children ages 0-5 is any planned event for which the primary audience is infants, toddlers, or preschool-age children. Examples of these types of program sessions include, but are not limited to, story hours, every child ready to read programs, musical or sing-along events, and puppet shows. Include program sessions aimed at children ages 0-5 even if adult caregivers also attend. Each program session should only be counted in one age category based on its primary target audience.

Count all 0-5 children's programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Do not include children's programs sponsored by other groups that use library facilities. If children's programs are offered as a series, count each program in the series. For example, a story hour offered once a week, 48 weeks a year, should be

counted as 48 programs. Exclude library activities for children delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, homework assistance, and mentoring activities.

	<b>7.23a # of Children's Programs (ages 0-5)</b>	<b>7.24a # of Children's Program Attendees (ages 0-5)</b>
<b>Live, in-person</b>	<b>31</b>	<b>323</b>
<b>Live, virtual</b>	<b>35</b>	<b>359</b>
<b>Total for Children Ages 0-5</b>	<b>466</b>	<b>5682</b>

### **Children's programs: Ages 6-11**

A program session targeted at children ages 6-11 is any planned event for which the primary audience is elementary-school-age children. Examples of these types of program sessions include, but are not limited to, story hours, science events, crafting classes, and summer reading events. Include program sessions aimed at children ages 6-11 even if adult caregivers also attend with the children. Each program session should only be counted in one age category based on its primary target audience.

Count all 6-11 children's programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Do not include children's programs sponsored by other groups that use library facilities. If children's programs are offered as a series, count each program in the series. For example, a story hour offered once a week, 48 weeks a year, should be counted as 48 programs. Exclude library activities for children delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, homework assistance, and mentoring activities.

	<b>7.25a # of Children's Programs (age 6-11)</b>	<b>7.26a # of Children's Program Attendees (age 6-11)</b>
<b>Live, in-person</b>	<b>50</b>	<b>617</b>
<b>Live, virtual</b>	<b>20</b>	<b>365</b>
<b>Total for Children Ages 6-11</b>	<b>670</b>	<b>7982</b>

### **Young Adult Programs**

A Young Adult (YA) program is any planned event for which the primary audience is young adults age 12 to 18 and which introduces the group of young adults attending to any of the broad range of library services or activities for young adults or which directly provides information to participants. Young adult programs may cover use of the library, library services, or library tours. Young adult programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include book clubs and summer reading events.

Count all young adult programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Do not include young adult programs sponsored by other groups that use library facilities. If young adult programs are offered as a series, count each program in the series. For example, a book club offered every two weeks, 24 weeks a year, should be counted as 24 programs. Exclude library activities for young adults delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, homework assistance, and mentoring activities.

Note: Young Adult age is defined as 12 through 18 years and includes 18-year-olds. The Young Adult Library Services Association (YALSA) defines young adults as age 12 through 18.

	<b>7.27a # of Young Adult Programs</b>	<b>7.28a Young Adult Program Attendance</b>
<b>Live, in-person</b>	<b>13</b>	<b>120</b>
<b>Live, virtual</b>	<b>4</b>	<b>20</b>
<b>Total Young Adult</b>	<b>817</b>	<b>140</b>

### **Adult Programs**

An adult program session is any planned event for which the primary audience is adults age 19 or older. Examples of these types of program sessions include, but are not limited to, book discussions, citizenship classes, and lectures. Each program session should only be counted in one age category based on its primary target audience.

	<b>7.29a # of Adult Programs</b>	<b>7.30a Adult Program Attendance</b>
<b>Live, in-person</b>	<b>25</b>	<b>275</b>
<b>Live, virtual</b>	<b>45</b>	<b>260</b>
<b>Total Adult</b>	<b>70</b>	<b>535</b>

### **General Interest Programs**

A general interest program session is any planned event that is appropriate for any age group or multiple age groups. Include all-age, all-library, family, and intergenerational program sessions. Examples of these types of program sessions include, but are not limited to, family game nights, holiday events, storytelling programs, or chess clubs. Include all programs here that do not fit into the other age category elements.

Each program session should only be counted in one age category based on its primary target audience; do not include program sessions here that have already been counted in earlier age category elements. Avoid including program sessions that are targeted at more than one non-adult age category (and are not targeted at adults); these should be counted in the child or young adult age category that best represents the target audience.

	<b>7.31a # of General Interest Programs</b>	<b>7.32a General Audience Program Attendance</b>
<b>Live, in-person</b>	<b>19</b>	<b>1,605</b>
<b>Live, virtual</b>	<b>1</b>	<b>69</b>
<b>Total General Interest</b>	<b>20</b>	<b>1,674</b>

#### **Offsite programming count**

An offsite program is any program sponsored or co-sponsored by the library that takes place outside a library facility (including bookmobiles) or off library grounds regardless of primary target audience. This would include visits by library staff or volunteers to a school, adult center, etc., or programs provided via pop-up mobile units.

NOTE: These programs should also be included in responses for above age-related programming/attendance. (Answer the question "Of the live, in-person programs and attendance that I reported in the categories above, how many were off-site?")

<b>7.33 Of the above programs, how many were offsite?</b>	<b>0</b>
<b>7.34 Attendance at offsite programs</b>	<b>0</b>

#### **Total**

<b>Total # of Programs</b>	<b>243</b>
<b>Total Program Attendance</b>	<b>4,013</b>
<b>Total # of Onsite Programs <sup>9</sup></b>	<b>138</b>
<b>Total Onsite Program Attendance <sup>10</sup></b>	<b>2,940</b>
<b>Total # of Virtual Programs</b>	<b>105</b>
<b>Total Virtual Program Attendance</b>	<b>1,073</b>

#### **Recorded Programming**

<b>7.35 # recordings of program content</b>	<b>0</b>
<b>7.36 # views of recorded program content</b>	<b>0</b>

#### **Electronic Services**

<b>7.37 CIPA Compliant</b>	No
<b>7.38 Annual Uses of Public Internet Computers</b>	<b>182</b>
<b>7.39 Reporting Method for Uses of Computers</b>	Annual Count
<b>7.40 Virtual Visits to the library website</b>	<b>-1 Unavailable</b>
<b>7.41 Wireless Sessions Per Year</b>	<b>-1 Unavailable</b>
<b>7.42 Reporting Method for Wifi Sessions</b>	
<b>7.43 # of Internet Terminals</b>	<b>42</b>
<b>7.44 ILS System (choose from dropdown or enter other)</b>	Sierra (Innovative)

#### **Self-Directed Activities**

Activities provided for patrons without the expectation of staff interaction while the activity is being completed. Craft bags for children to take home, social media challenges, and story-walks are all examples.

<b>7.45 # of self-directed activities</b>	<b>11</b>
<b>7.46 # of participants</b>	<b>805</b>
<b>7.47 Brief description of activities</b>	<b>These activities included to-go activities provided to Lunch at the Library participants &amp; Vintage Club packets provided to adults</b> <b>55</b>

## Section 8 Referenda

Please leave blank if no referenda occurred during the report year. Do not report referenda from prior years.

8.1 Referendum Election Date	
8.2 Referendum Local Agency	
8.3 Referendum Funding Purpose	
8.4 Referendum Type of Tax	
8.5 Referendum Percentage of Yes Votes	
8.6 Referendum Vote Require	
8.7 Referendum Vote Outcome	
8.8 Referendum Notes	

## Section 9 Bookmobiles

*Definition - A bookmobile is a traveling branch library. It consists of at least all of the following:*

- a truck or van that carries an organized collection of library materials;
- a paid staff; and
- regularly scheduled hours (bookmobile stops) for being open to the public.

*If you reported on operation of a mobile library in the previous report year, a record is provided to you for each mobile library operation you reported, indicating your last year's description of that operation. Where corrections or updates are appropriate, please make those changes in the space provided.*

*Please contact [support@countingopinions.com](mailto:support@countingopinions.com) if you have new or closed mobile libraries to report.*

*If no bookmobiles then leave blank.*

### Physical Address

*Street Address. (CSL only) Street address where bookmobile is stationed when not in use, including city, county, ZIP and ZIP+4. NOTE: Please notify us of major changes to the address only such as an obvious error or a completely new address is needed.*

### Bookmobile Info

### Bookmobile Stops / Hours

### Staff

### Counts

## Section 10 Outlets

Include all branches and central libraries.

\*If you prefer to submit your outlet data via Excel please email Lindsay Thompson at support@countingopinions.com for an import file template.

Include all branches and central libraries. Do not include in this report any administrative headquarters that are not public service outlets, do not include other outlets or deposit only locations.

Complete one set of forms/input screens for each fixed-facility public service outlet.

### New Library Outlets

Please contact Lindsay Thompson at Counting Opinions 1-800-521-4930 or support@countingopinions.com with the location information (name, address, contact) and she will add it and map it for the directory.

### Closed Outlets

If an outlet for which we have provided you a California Library Outlets Survey was closed during this report year write a note in the notepad icon next to the window where you enter data explaining this. Please also include the date the outlet closed if that is easily available. Enter any data for the time period the outlet was open.

### Updates to Existing Outlets

On the California Library Outlets Survey, you do not need to provide any response where there is no change in data from that which is indicated as currently in our file. Date built, date remodeled, # of square feet are all examples of data which probably has not changed.

### Outlet Information

Location	10.1 FSCSKey	10.2 State assigned identification number	10.3 Library Code	10.4 Short Name	10.5 Legal Name
CAMARENA MEMORIAL PUBLIC LIBRARY	CA0019	M615	M615.001	Callexico	CAMARENA MEMORIAL PUBLIC LIBRARY
CARNEGIE TECHNOLOGY CENTER	CA0019	M615	M615.003	Callexico	CARNEGIE TECHNOLOGY CENTER BRANCH

### Physical Address

Street Address. (Prefilled by CSL) Street address of outlet as of June 30th, including city, ZIP and ZIP+4.

NOTE: Please notify us of major changes only to the address for an obvious error or when a completely new address is needed.

Location	10.6 Physical Street Address	10.7 City	10.8 Zip Code	10.9 Zip+4 Code
CAMARENA MEMORIAL PUBLIC LIBRARY	850 ENCINAS AVENUE	CALEXICO	92231	2559
CARNEGIE TECHNOLOGY CENTER	420 HEBER AVE.	CALEXICO	92231	2559

### Mailing Address

Mailing Address. (CSL only). Mailing address of outlet, including city, county, ZIP and ZIP+4 for mailing. This is particularly important if it is different from street address. The street address is repeated if it is the same as the mailing address.

NOTE: Please notify us of major changes only to the address for an obvious error or when a completely new address is needed.

Location	10.10 Mailing Street Address	10.11 Mailing City	10.12 Mailing Zip Code	10.13 Mailing Zip +4	10.14 County
CAMARENA MEMORIAL PUBLIC LIBRARY	850 ENCINAS AVE.	CALEXICO	92231	2559	Imperial
CARNEGIE TECHNOLOGY CENTER	850 ENCINAS AVE.	CALEXICO	92231	2559	Imperial

### Contact / Information

Location	10.15 Phone	10.16 Outlet Type Code	10.17 Facility Owned By	10.18 Established Scheduled Hours for Public Service?	10.19 Staffing - Clerical or Librarian	10.20 Housed in Separate Quarters
CAMARENA MEMORIAL PUBLIC LIBRARY	(760) 768-	Central	City	Yes	Yes	Yes



	2170					
CARNEGIE TECHNOLOGY CENTER	(760) 357-5525	Branch	City	Yes	Yes	Yes

### Hours

Location	10.21 Days Per Week Library is Open to the Public (in a typical, Non-COVID week)	10.22 Hours per week outlet is typically open (in a typical, non-COVID week)	10.23 Actual Hours Open, Annually	10.24 Actual Weeks Open, Annually	10.24a Number of Weeks an Outlet Closed Due to COVID-19	10.24b Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19
CAMARENA MEMORIAL PUBLIC LIBRARY	5	48.00	900	48	4	20
CARNEGIE TECHNOLOGY CENTER	4	16.00	11175	39	13	8

### Counts

Location	10.25 Total Outlet Staff FTE	10.26 Population Served	10.27 Number of Reader Seats	10.28 Volumes Held	10.29 Circulation	10.30 Total Outlet Operating Expenditures
CAMARENA MEMORIAL PUBLIC LIBRARY	3.00	38,100	114	68,096	14,923	\$494,060
CARNEGIE TECHNOLOGY CENTER	0.20	434	24	0	0	\$5,000

### Facility

Location	10.31 Year Built	10.32 Year Library Opened	10.33 Year Library Remodeled	10.34 Adequacy of Facility	10.35 Estimated cost of deferred maintenance on this outlet	10.36 Please rate accuracy of this estimate: (choose one)
CAMARENA MEMORIAL PUBLIC LIBRARY	1986	02/1986	N/A	5	\$10,000,000.00	Ballpark figure
CARNEGIE TECHNOLOGY CENTER	1919	02/2009	2008	9	\$30,000.00	Ballpark figure

### Facility

Location	10.37 Facility Update Needs	10.38 Estimated cost for this improvement?	10.39 Please rate accuracy of this estimate: (choose one)	10.40 Area in Square Feet of outlet	10.41 Is this Outlet LEED certified?
CAMARENA MEMORIAL PUBLIC LIBRARY	Remodel and Expansion	\$10,000,000	Ballpark figure	12,560	No
CARNEGIE TECHNOLOGY CENTER	Replace	\$30,000	Ballpark figure	4,000	No

### Electronic Services

Location	10.42 Number of Internet Terminals - General Public	10.43 At what speed (Mbps) does your branch connect to the Internet? (refer to service provider bill, not a speed test)	10.44 Does this branch need more bandwidth to avoid speed issues when patrons and staff are accessing the Internet?	10.45 Will this branch need an increase in speed in the next five years?
CAMARENA MEMORIAL PUBLIC LIBRARY	22	More than 1 Gbps (Fiber only)	Yes	Yes
CARNEGIE TECHNOLOGY CENTER	20	1 Gbps (Gigabits per second)	Yes	Yes

### Internet

Location	10.46 How old is the cabling at this branch? (in years)	10.47 More than half of cabling older than five years?	10.48 Is more than half of network hardware in this branch older than three years?	10.49 Name of Internet provider (e.g., AT&T)
CAMARENA MEMORIAL PUBLIC LIBRARY	More than 10	Yes	Yes	Imperial County Office of Education
CARNEGIE TECHNOLOGY CENTER	More than 10	Yes	Yes	Imperial County Office of Education

### Internet Service

Location	10.50 Type of internet connection	10.51 When current contract for Internet service expires	10.52 Rate reliability of current Internet service	10.53 Connected to Internet via CENIC/CalREN/State Library Broadband program?
CAMARENA MEMORIAL PUBLIC LIBRARY	Fiber	service is through Imperial County Office of Ed.	Very reliable	No
CARNEGIE TECHNOLOGY CENTER	Fiber	service is through Imperial County Office of Ed.	Very reliable	No

#### Wifi Username / Password

Location	10.54 Is Wifi available to patrons?	10.55 Wifi Network name(s)	10.56 User name(s)	10.57 Password(s)
CAMARENA MEMORIAL PUBLIC LIBRARY	True	CalexicoLibraryOPEN	n/a	n/a
CARNEGIE TECHNOLOGY CENTER	True	CalexicoCarnegie	n/a	n/a

#### Wifi network

Location	10.58 Is wifi network available 24/7?	10.59a If not, when is it available? Start time	10.59b If not, when is it available? End time	10.60 Maximum number of users at one time
CAMARENA MEMORIAL PUBLIC LIBRARY	Yes			no maximum n/a—no maximum
CARNEGIE TECHNOLOGY CENTER	Yes			no maximum n/a—no maximum

#### Emergency Services

Location	10.61 In emergency situations, does this branch provide any of the following to the community? Choose all that apply.	10.62 Does this building have a back-up generator?
CAMARENA MEMORIAL PUBLIC LIBRARY	None of the above	No
CARNEGIE TECHNOLOGY CENTER	None of the above	No

- 1, 1.40 During this fiscal year, the library was closed all through July. It reopened its doors on August 2, 2021 (0-2022-11-08)
- 2, 6.6 We have not added any videos to the collection (0-2022-11-09)
- 3, 6.12a These are the number of eBooks available to our patrons in our eBook platforms (0-2022-11-09)
- 4, 7.23 COVID closed library last year, reopening increased programs (0-2022-11-09)
- 5, 7.24 COVID closed library last year, reopening increased programs (0-2022-11-09)
- 6, 7.25 COVID closed library last year, reopening increased programs (0-2022-11-09)
- 7, 7.26 COVID closed library last year, reopening increased programs (0-2022-11-09)
- 8, 7.27 COVID closed library last year, reopening increased programs (0-2022-11-09)
- 9, COVID closed library last year, reopening increased programs and participation (0-2022-11-09)
- 10, COVID closed library last year, reopening increased programs (0-2022-11-09)
- 11, 10.23 This site was open only for ESL class for 1.5 hours 3 times per week. (0-2022-11-09)



LIBRARY BOARD OF TRUSTEES

# Agenda Item

## AGENDA ITEM #7

Meeting Date: February 16, 2023  
To: Library Board of Trustees  
From: Lizeth Legaspi, Library Manager  
Subject: Lunch at the Library Grant Application

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LUNCH  
— at the —  
LIBRARY

## 2023 Lunch at the Library | Application

For more details about this opportunity and to access related documents, please visit the [Lunch at the Library webpage](#).

Please submit answers to all questions and attach all requested documents. The application deadline is **Monday, February 13, 2023 at 5:00pm PST**. Submissions occur via the online submission portal ([webportalapp.com/sp/lunch2023](http://webportalapp.com/sp/lunch2023)).

Contact the Lunch at the Library team at [lunch@library.ca.gov](mailto:lunch@library.ca.gov) for further questions.

### Part 1: Basic Information

#### Jurisdiction Information

1. Jurisdiction Name
2. What county does your library jurisdiction serve?

#### Project Coordinator for Lunch at the Library

3. Name
4. Job Title
5. Email Address
6. Phone number

#### Alternate Contact for Lunch at the Library

7. Name
8. Job Title
9. Email Address
10. Phone number

#### General

11. What portions of Lunch at the Library has this jurisdiction participated in previously? Please mark all that apply.
  - Served or distributed meals at the library
  - Took pop-up libraries to other community meal sites
  - Youth Development
  - Farm to Summer
  - None, this is our first year participating in Lunch at the Library

### Part 2: Lunch at the Library Core Program

Please note: For the Lunch at the Library Core Program funds, the amount your library requests now will help inform calculations for ongoing Core Program Funds in future years.

#### Library Meal Sites

12. Do you plan to serve meals at any of your library sites? Yes or No



# LUNCH at the LIBRARY

13. Do you need help connecting with a USDA meal sponsor? Yes or No or Not Sure
14. How many of your library locations are planning to serve meals? Include the main library, branches, and/or bookmobiles.
15. For each planned site:
  - Library Site Name
  - Planned number of days per week that meals will be served at the site
  - Planned total number of weeks that meals will be served at the site
  - Have you confirmed eligibility for the site to serve USDA meals? Yes or No
    - If no, visit the [Resources section of the CSL Lunch at the Library website](#) for instructions.
16. Planned total number of meal service days (auto-calculated):
17. How many of your planned library meal sites are new this year?
18. Library meal sites should offer regular enrichment programs alongside meal service. Please identify the primary types of enrichment you plan to offer at the library meal locations. Mark all that apply.
  - Art-making/crafts
  - Book giveaways
  - Connecting community members to library summer reading and learning programs and materials
  - Cooking/nutrition education
  - Early childhood literacy/family literacy (e.g. story time)
  - Environment/sustainability
  - Farm to Summer
  - Film/photography
  - Mental Health and fitness: Mindfulness, anxiety management activities, etc.
  - Music/theater/dance
  - Physical health and fitness: sports / physical activities/games
  - S.T.E.M. science/technology/engineering/math
  - Video Gaming/VR
  - Writing/storytelling
  - Youth development activities (e.g. job skills, social-emotional learning, resume building, etc.)
  - Other
    - Please expand on other:

## Pop-up Libraries at Community Meal Sites

Summer meals happen at various community sites, including local schools, neighborhood parks and community centers. Libraries can help children and teens access healthy food by taking a pop-up library to other community meal sites. (Suggested 3-4 visits per site)

19. Does your library plan to visit (non-library) community summer meal sites to provide pop-up library enrichment activities? (Community meal site examples: Schools, YMCAs, Parks & Recreation locations, food banks, etc.) Yes or No
20. Total number of community meal sites you plan to visit:



## LUNCH — at the — LIBRARY

21. Total number of weeks you plan to take pop-up library visits to community meal sites
22. Total number of visits to these sites:
23. Do you anticipate any challenges in visiting any of your community meal sites at least three times? Yes or No
  - If yes, please explain.
24. Please identify the primary types of enrichment programs you plan to offer at community meal sites. Mark all that apply.
  - Art-making/crafts
  - Book giveaways
  - Connecting community members to library summer reading and learning programs and materials
  - Cooking/nutrition education
  - Early childhood literacy/family literacy (e.g. story time)
  - Environment/sustainability
  - Farm to Summer
  - Film/photography
  - Mental Health and fitness: Mindfulness, anxiety management activities, etc.
  - Music/theater/dance
  - Physical health and fitness: sports/physical activities/games
  - S.T.E.M. science/technology/engineering/math
  - Video Gaming / VR
  - Writing/storytelling
  - Youth development activities (e.g. job skills, social-emotional learning, resume building, etc.)
  - Other
    - Please expand on other:

### Youth Development

25. Do you plan to incorporate Youth Development into your Lunch at the Library Core Program plans? Yes or No
26. Please provide a description of your Youth Development program plans, including what you will do, how you will do it, what you aim to achieve, why, and for whom. Be sure to include partner organizations and staff resources needed to implement the plan (300 words max).
27. Please review the list of unallowable expenses and then provide a one-paragraph budget summary that includes how funds will be used to successfully implement your Youth Development program (150 words max).

### Part 3: Additional Lunch at the Library Project Options

Libraries must apply for Lunch at the Library Core Program funds to be eligible to apply for the additional Lunch at the Library project opportunities.



## LUNCH at the LIBRARY

30. Please select which additional projects you plan to incorporate as part of your Lunch at the Library plans. Mark all that apply.

- Farm to Summer
- Libraries as Conveners
- Innovation
- NA (I.e. Core Program Only)

### Farm to Summer

This opportunity supports efforts to connect children, teens, and families with locally sourced, sustainable food and provide hands-on food education and enrichment activities.

31. Please provide a description of your Farm to Summer program plans, including the number and types of activities you will hold and any partners you have already identified (300 words max).

32. Please review the list of unallowable expenses and then provide a one-paragraph budget summary that includes how funds will be used to successfully implement your Farm to Summer program plans (150 words max).

### Libraries as Conveners

Create a local summer meal network or coalition! These funds help develop and build local or regional networks and coalitions that focus on connecting more families with nutritious summer meals and foster collaboration in working together to reduce summer hunger.

33. Please provide a description of your plan to be a Convener, including what you will do, how you will do it, what you aim to achieve, why, and for whom. Be sure to include partner organizations and staff resources needed to implement the plan (300 words max).

34. Please review the list of unallowable expenses and then provide a one-paragraph budget summary that includes how funds will be used to successfully implement your plan to be a Convener (150 words max).

### Innovation

This opportunity supports libraries in implementing innovative and often larger-scale efforts to connect more children, teens, and families with nutritious meals during the summer. Funded projects go above and beyond Lunch at the Library Core Program activities.

Think big and be as creative as possible when considering plans to connect your communities to nutritious meals during the summer.

35. Please provide a description of your innovative idea and project, including what you will do, how you will do it, what you aim to achieve, why, and for whom. Be sure to include partner organizations and staff resources needed to implement the plan. (300 words max)



36. Please review the list of unallowable expenses and then provide a one-paragraph budget summary that includes how funds will be used to successfully implement your Innovation project. (150 words max)

### Part 4: Budget

37. Upload the [Budget Form](#) in Excel format. All grantees must complete the Core Programs budget. If you are applying for Additional Program options, complete the additional budgets found on the additional tabs.

38. Please input the requested Grant Funds for your Core Programs budget.  
(Excel Budget Form → Core Programs tab → Orange fields)

	Core Programs Grant Funds
Salaries/Wages/Benefits:	\$
Consultant Fees:	\$
Travel:	\$
Supplies/Materials:	\$
Equipment:	\$
Services:	\$
Indirect:	\$

39. Please input the requested Grant Funds for your Farm to Summer budget.  
(Excel Budget Form → Farm to Summer tab → Orange fields)

	Farm to Summer Grant Funds
Salaries/Wages/Benefits:	\$
Consultant Fees:	\$
Travel:	\$
Supplies/Materials:	\$
Equipment:	\$
Services:	\$
Indirect:	\$

40. Please input the requested Grant Funds for your Libraries as Conveners budget.  
(Excel Budget Form → Libraries as Conveners tab → Orange fields)

	Libraries as Conveners Grant Funds
Salaries/Wages/Benefits:	\$
Consultant Fees:	\$
Travel:	\$
Supplies/Materials:	\$
Equipment:	\$
Services:	\$
Indirect:	\$





41. Please input the requested Grant Funds for your Innovation budget.  
(Excel Budget Form → Innovation tab → Orange fields)

	Innovation Grant Funds
Salaries/Wages/Benefits:	\$
Consultant Fees:	\$
Travel:	\$
Supplies/Materials:	\$
Equipment:	\$
Services:	\$
Indirect:	\$

## Part 5: Certification and Signature

### Authorized Representative

- 42. Name
- 43. Job Title
- 44. Email Address
- 45. Phone number

Upload the Certification and Signature page linked on the [Application Instructions section of the CSL Lunch at the Library website](#).



LIBRARY BOARD OF TRUSTEES

# Agenda Item

## AGENDA ITEM #8

Meeting Date: February 16, 2023  
To: Library Board of Trustees  
From: Lizeth Legaspi, Library Manager  
Subject: New Library Programming

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CAMARENA MEMORIAL LIBRARY

Camarena Memorial Library  
invites you to



# LEGO PLAY DAY

MONDAY JANUARY 23, 2023 | 3-5 PM

850 ENCINAS AVE. CALEXICO, CA 760-768-2170

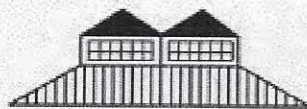


Let's  
**Puzzle.** at  
**the Library**

**Monday, January 30, 2023**

**3:00-5:00 pm**

Join us, have fun building  
jigsaw puzzles & exercise both  
sides of the brain!



CAMARENA MEMORIAL LIBRARY

**CAMARENA MEMORIAL LIBRARY**

850 Encinas Ave. | Calexico, CA

760-768-2170

<https://calexicolibrary.org>

**Open to ages 3+**



CAMARENA MEMORIAL LIBRARY

# Preschool

# BINGO

**GAMES, FUN & PRIZES**

*Play & Learn*

**FRIDAYS AT 11:30 AM**

(check monthly calendar for dates)



**CAMARENA MEMORIAL LIBRARY**

850 ENCINAS AVE. CALEXICO, CA 760-768-2170

<https://calexicolibrary.org>

13	21	30
5	23	32
	58	74

15

	10	2
7		4
13	26	32
5	21	36
	23	

5

7

72
73
64

19

15	2
10	2

6



LIBRARY BOARD OF TRUSTEES

# Agenda Item

## AGENDA ITEM #9

Meeting Date: February 16, 2023  
To: Library Board of Trustees  
From: Lizeth Legaspi, Library Manager  
Subject: The Palace App – California State Library Program

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## Lizeth Legaspi

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**From:** Csl\_info <csl\_info-bounces@lists.californialibrarylists.org> on behalf of Durr, Chris@CSL via Csl\_info <csl\_info@lists.californialibrarylists.org>  
**Sent:** Monday, October 17, 2022 1:25 PM  
**To:** csl\_info@lists.californialibrarylists.org  
**Cc:** ebooksforall@CSL; CAsupport@thepalaceproject.org  
**Subject:** [Csl\_info] Deadline to join eBooks for All  
**Attachments:** ATT00001.txt

Dear Library Director Community,

As you may have heard, the state library recently launched its [Collection Development Opportunity](#) for the [eBooks for All project](#).

The eBooks for All project, funded by the American Rescue Plan Act, has funds to provide every public library in the state with access to a statewide collection of electronic books and audiobooks through an e-reading aggregator – [Palace](#). The costs for onboarding onto this project varies by library size, and the state has reserved funds for every public library in the state to have those costs covered under the grant to the Black Gold Cooperative Library System. The initial call for libraries to join Palace went out to pilot libraries in late 2021 and was open to all CA public libraries in March of 2022.

The grant term for ARPA is coming to a close, and in order to make sure that all funds are spent in benefit of California communities, we have to set a deadline for libraries to opt-in to this project.

**THE DEADLINE TO OPT-IN TO THIS PROJECT FOR YOUR LIBRARY IS NOVEMBER 4<sup>TH</sup> AT CLOSE OF BUSINESS.**

Opting-in is simple. You may email [casupport@thepalaceproject.org](mailto:casupport@thepalaceproject.org) and the team will begin the onboarding process. There is no costs to join the project, and you can join right now, even if you do not have capacity to actively bring this to your community. You can have it as a resource ‘waiting in the wings’ for your library to deploy to your public at the time that is most beneficial.

This is, overall, a very exciting project. Close to 10 million Californians already have access to this statewide collection and it is building towards being one of the largest eBook cooperatives in the country. Massachusetts, which is all under one joint eBook lending program only has ~7 million people. With only part of California participating, we are already bigger than that cooperative.

Please do consider joining this program as soon as possible. The state library team on this work is happy to answer any questions or meet with any team from your library to discuss the ins and outs of the program. You can reach us at [ebooksforall@library.ca.gov](mailto:ebooksforall@library.ca.gov).

Thank you,

-CD

Chris Durr  
Library Programs Consultant  
California State Library, Library Development Services  
900 N St., 4<sup>th</sup> floor, Sacramento, CA 95814  
916-603-7115



LIBRARY BOARD OF TRUSTEES

# Agenda Item

## AGENDA ITEM #10

Meeting Date: February 16, 2023  
To: Library Board of Trustees  
From: Lizeth Legaspi, Library Manager  
Subject: Friends of the Library Report

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LIBRARY BOARD OF TRUSTEES

# Information

Library Board of Trustees  
Attendance Report

FY 2022-23

	Meeting Dates					
	6/8/2022	7/19/2022	11/7/2022	No quorum 2/6/2023	special mtg 2/16/2022	4/3/2023
Trustee						
Rosario Duron	*	*	sick			
Maria Alarcon	*	*	*			
Guadalupe Espino	*	*	*	sick		
Angelica Angulo	*	*	*			
Consuelo Camacho			*	out of town		

CAMARENA MEMORIAL LIBRARY  
MONTHLY REPORT

January 2023

CIRCULATION		Library	YTD	Carnegie	YTD
<b>ADULT</b>					
	Books	207	1166		
	Videos, DVDs & CD	0	2		
	Non-book materials (printed matters)	9	63		
	AV (audiobooks & language courses)	0	6		
	<b>Total Adult Circulation</b>	<b>216</b>	<b>1237</b>		
<b>JUVENILE</b>					
	Books	350	3040		
	Non-book materials (printed matters)	59	679		
	AV (books w/cassette)	0	0		
	<b>Total Juvenile Circulation</b>	<b>409</b>	<b>3719</b>		
<b>ADULT</b>					
	Non-English materials	55	254		
<b>JUVENILE</b>					
	Non-English materials	72	963		
	<b>Total Non-English Materials</b>	<b>127</b>	<b>1217</b>		
<b>ZIP BOOKS</b>					
	<b>Total Zip Book requests</b>	<b>39</b>	<b>146</b>		
<b>DIGITAL MATERIALS</b>					
	BookFLIX	11	352		
	Brainfuse HelpNow	8	247		
	Brainfuse VetNow	5	43		
	Homework help (in house)	77	396		
	Hoopla	232	1285		
	GetSeUP	10	50		
	Skillsshare	2	8		
	Tumblemath	0	5		
	TrueFLIX	0	24		
	Other				
	<b>Total Digital Materials</b>	<b>345</b>	<b>2410</b>		
	<b>TOTAL CIRCULATION</b>	<b>1136</b>	<b>8729</b>		
<b>SERRA/ILL</b>					
	ILL requested	0	0		
	ILL loaned	0	0		
<b>QUESTIONS</b>					
	Reference	41	192		
	Information	226	1262		
	Technology	29	184		
	<b>TOTAL QUESTIONS</b>	<b>296</b>	<b>1638</b>		
	In-house use of materials	999	4037		
	In-house use of equipment	0	0		
	Wi-Fi users at CTC	0	0		
	Internet access (CML)	38	242		
<b>COLLECTION</b>					
<b>ADULT</b>					
	New books	33	357		
	Non-cataloged materials added (PB)	0	0		
	Withdrawals	48	48		
	Non-cataloged materials withdrawn (PB)	1	1		
	Videos, Audiobooks & DVD's	0	0		
	Videos, Audiobooks & DVD's withdrawn	0	1		
<b>JUVENILE</b>					
	New books	37	384		
	Non-cataloged materials added(PB)	1	24		
	Withdrawals	163	166		
	Non-cataloged materials withdrawn (PB)	0	0		
	Videos, Audiobooks & DVD's	0	0		
	Videos, Audiobooks & DVD's withdrawn	0	0		
<b>REGISTERED INTERNET USERS</b>		<b>15</b>	<b>125</b>		
<b>LIBRARY CARDS ISSUED (new &amp; renewal)</b>					
	Adult	62	339		
	Juvenile	63	256		
	Total hours library open to the public per month	90	553		
	Entry count	2945	17908		
	Snacks provided at the Library	1050	10351		

# CAMARENA MEMORIAL LIBRARY — CALENDAR OF ACTIVITIES



# FEBRUARY 2023

<https://calexicolibrary.org>



Monday	Tuesday	Wednesday	Thursday	Friday
<p>February is Library Lover's Month</p> <p><i>Become a Friend of the Library!</i></p>				
		<p><b>1</b>  Storytime 10:00 am, AGES 3-5</p> <p>HOMWORK HELP 3:00 PM, AGES 6-12</p>	<p><b>2</b> HOMEWORK HELP 3:00 PM, AGES 6-12</p> <p> STEAM 3:30 PM, AGES 6-12</p> <p>LET'S TALK CONVERSATION GROUP 5:30 pm, 18+</p>	<p><b>3</b> PRESCHOOL  BINGO 11:30 AM, AGES 3+</p> <p>MOVIE DAY 3:30 PM, AGES 3+</p>
<p><b>6</b> RAISE A READER 2:00 PM—Shake, rattle &amp; read 2:45 PM—Tales for Tots 4:00 PM—Preschool Power</p> <p>HOMWORK HELP 3:00 PM, AGES 6-12</p> <p>FREE SNACK TO GO 3:00 pm, AGES 1-18</p>	<p><b>7</b> ARTsy TUESDAYS 1:00 PM, AGES 5-12</p> <p>HOMWORK HELP 3:00 PM, AGES 6-12</p>	<p><b>8</b>  Storytime 10:00 am, AGES 3-5</p> <p>HOMWORK HELP 3:00 PM, AGES 6-12</p>	<p><b>9</b> HOMEWORK HELP 3:00 PM, AGES 6-12</p> <p>LET'S TALK CONVERSATION GROUP 5:30 pm, 18+</p>	<p><b>10</b> LIBRARY CLOSED</p>
<p><b>13</b> RAISE A READER 9:00 AM—Shake, rattle &amp; read 9:45 AM—Tales for Tots 11:00 AM—Preschool Power</p> <p>HOMWORK HELP 3:00 PM, AGES 6-12</p> <p>FREE SNACK TO GO 3:00 pm, AGES 1-18</p> <p>LET'S R.E.A.D. BOOK CLUB 5:30 PM, AGES 18+</p>	<p><i>happy Valentine's day</i></p> <p>ARTsy TUESDAYS 1:00 PM, AGES 5-12</p> <p>HOMWORK HELP 3:00 PM, AGES 6-12</p> <p>BABY TIME 5:00 PM, AGES 0-3</p>	<p><b>15</b>  Storytime 10:00 am, AGES 3-5</p> <p>HOMWORK HELP 3:00 PM, AGES 6-12</p> <p>TEEN TIMES 3:30 PM, 13+</p>	<p><b>16</b> HOMEWORK HELP 3:00 PM, AGES 6-12</p> <p>LET'S TALK CONVERSATION GROUP 5:30 pm, 18+</p> <p>LIBRARY BOARD OF TRUSTEES MEETING 6:00 PM CITY HALL, 608 HEBER AVE.</p>	<p><b>17</b> PRESCHOOL  BINGO 11:30 AM, AGES 3+</p> <p>PAINT TIME 3:30 PM, AGES 5+</p> <p>REGISTRATION FOR READ ACROSS AMERICA FAMILY NIGHT BEGINS</p>
<p><b>20</b> PRESIDENTS' DAY</p> <p>LIBRARY CLOSED</p>	<p><b>21</b> ARTsy TUESDAYS 1:00 PM, AGES 5-12</p> <p>FREE SNACK TO GO 3:00 pm, AGES 1-18</p> <p>HOMWORK HELP 3:00 PM, AGES 6-12</p> <p>LIBRARY LEARNERS BOOK CLUB 5:30 PM, 18+</p>	<p><b>22</b>  Storytime 10:00 am, AGES 3-5</p> <p>HOMWORK HELP 3:00 PM, AGES 6-12</p> <p>JOIN US FOR A SOCIAL STORYTIME 5:30 PM</p>	<p><b>23</b> HOMEWORK HELP 3:00 PM, AGES 6-12</p> <p>LET'S TALK CONVERSATION GROUP 5:30 pm, 18+</p>	<p><b>24</b> LIBRARY CLOSED</p>
<p><b>27</b> RAISE A READER 2:00 PM—Shake, rattle &amp; read 2:45 PM—Tales for Tots 4:00 PM—Preschool Power</p> <p>FREE SNACK TO GO 3:00 pm, AGES 1-18</p> <p>HOMWORK HELP 3:00 PM, AGES 6-12</p> <p>FAMILY LITERACY NIGHT 5:00 PM, (for ALS Program participants)</p>	<p><b>28</b> ARTsy TUESDAYS 1:00 PM, AGES 5-12</p> <p>HOMWORK HELP 3:00 PM, AGES 6-12</p>	<div style="border: 2px solid red; padding: 10px;"> <p style="text-align: center;"><b>Join us to celebrate READ ACROSS AMERICA on March 2, 2023 at 5:00 pm!</b></p> <p style="text-align: center;"> Enjoy arts &amp; crafts, games, a snack, take a FREE book home and have a great time. This program is for families with children ages 0-12. Register by visiting the library's website starting February 17th.</p> </div>		

## LOCATIONS

**CAMARENA MEMORIAL LIBRARY**  
850 Encinas Ave. | Calexico, CA | (760) 768-2170  
[library@calexico.ca.gov](mailto:library@calexico.ca.gov)

**Library Schedule**

WEEK DAY	IN-PERSON	CURBSIDE
Monday thru Thursday	2:00-7:00 pm	9:00-1:00 pm
Friday (every other week)	12:00-5:00 pm	9:00-11:00 am

**CARNEGIE TECHNOLOGY CENTER**  
420 Heber Ave. | Calexico, CA | (760) 357-5525  
[carnegielibrary@calexico.ca.gov](mailto:carnegielibrary@calexico.ca.gov)

CLOSED



@camarenalibrary



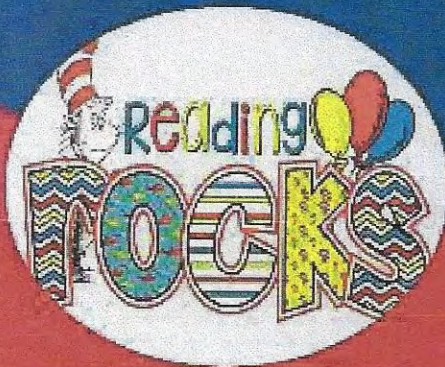
@camarena.memorial

**For your safety & ours, we strongly recommend the use of a face mask when you visit**

CAMARENA MEMORIAL LIBRARY & THE  
ASSOCIATED CALEXICO TEACHERS INVITE THE  
WHOLE FAMILY TO

# READ ACROSS AMERICA Day

*Celebrating Dr. Seuss Birthday!*



**ARTS & CRAFTS  
GAMES  
RAFFLES  
STORY READING  
FREE BOOKS**

*lots of fun!*

**MARCH 2, 2023**

**5:00-7:00 PM**

Register from February 17th thru March 1st  
at <https://calexicolibrary.org>



*Pediatrician Michelle Melendez*