



## LIBRARY BOARD OF TRUSTEES

### AGENDA

THURSDAY, DECEMBER 4, 2025

## LIBRARY BOARD OF TRUSTEES SPECIAL MEETING – 7:00 PM

MEETING PARTICIPATION INFORMATION CAN BE FOUND AT THE END OF THE  
AGENDA

CIVIC CENTER LIBRARY  
COMMUNITY ROOMS A & B  
1188 S. LIVERMORE AVENUE

NOTICE IS HEREBY GIVEN that the Library Board of Trustees of the City of Livermore will convene a special meeting on December 4, 2025, beginning at 7:00 pm, Civic Center Library, Community Rooms A & B, 1188 S. Livermore Avenue.

This special meeting is being called by Chairperson Lainie Pascall. /s/ Lainie Pascall

Lainie Pascall, Chair  
Nancy Olavarrieta, Vice Chair  
Deborah L Halford, Board Member  
Jason G Hibono, Board Member  
Richard K Hunt, Board Member

## 1. CALL TO ORDER

### ROLL CALL

Deborah Halford, Board Member

Jason Hibono, Board Member

Richard Hunt, Board Member

Nancy Olavarrieta, Vice Chair

Lainie Pascall, Chair

## 2. OPEN FORUM

- In conformance with the Brown Act, no action can occur on items presented during Open Forum.
- To provide public comment, please submit a speaker card. When your name is called, walk to the lectern to address the Library Board of Trustees.
- Comments are limited to a maximum of 3 minutes per person, per item. The Chair may reduce the amount of time based on the number of persons wishing to speak.
- Open Forum will conclude after 30 minutes; however, if there are additional speakers, Open Forum will reconvene after Matters for Consideration.

## 3. CONSENT CALENDAR

Consent Calendar items are considered routine and are acted upon by the Library Board of Trustees with a single action. Members of the audience wishing to provide public input must submit a speaker card.

### 3.1 Approval of Draft Minutes - September 25, 2025, Library Board of Trustees Regular Meeting

**Recommendation:**

Staff recommends the Library Board of Trustees approve the draft minutes.

**Attachments:**

1. [Draft Library Board of Trustees Regular Meeting Minutes - September 25, 2025](#)

### 3.2 Approval of the 2026 Library Board of Trustees Meeting Calendar

**Recommendation:**

Staff recommends the Library Board of Trustees approve the 2026 meeting calendar.

**Staff Report**

**Attachments:**

1. [2026 Library Board of Trustees Meeting Calendar - Proposed](#)

## 4. MATTERS FOR CONSIDERATION

### 4.1 Presentation on the 2025 Latinx/Hispanic Heritage Program Series

**Recommendation:**

Staff recommends the Library Board of Trustees receive the report.

**Staff Report**

**Attachments:**

1. [Latinx Heritage Month 2025 Presentation](#)

- 4.2 Recommendation that the City Council approve the Draft Library Board of Trustees Rules of Procedure

**Recommendation:**

Staff recommends the Library Board of Trustees review the Draft Rules of Procedure and recommend adoption by City Council.

**Staff Report**

**Attachments:**

1. [Draft Library Board of Trustees Rules of Procedure Update](#)

- 4.3 Presentation on the Spirit of Diwali Celebration at Civic Center Library

**Recommendation:**

Staff recommends the Library Board of Trustees receive the report.

**Staff Report**

**Attachments:**

1. [Spirit of Diwali 2025 Presentation](#)

- 4.4 Presentation on the results of the 2025 Library Card Signup Month

**Recommendation:**

Staff recommends the Library Board of Trustees receive the report.

**Staff Report**

**Attachments:**

1. [Library Card Sign-up Month Presentation](#)

- 4.5 Review of the Draft Library Board of Trustees Annual Work Plan

**Recommendation:**

Staff recommends the Library Board of Trustees review, discuss, and provide feedback on the draft work plan.

**Staff Report**

**Attachments:**

1. [Draft Library Board of Trustees Work Plan](#)

- 4.6 Discussion and feedback related to the 2026 Library Board of Trustees annual update to the City Council.

**Recommendation:**

Staff recommends that the Library Board of Trustees determine what information they would like to present to the City Council for the Board's Annual Update on January 26, 2026.

**Staff Report**

- 4.7 Report related to ongoing Library statistics for the months of September and October 2025

**Recommendation:**

Staff recommends the Library Board of Trustees receive the report and provide any necessary feedback.

**Staff Report**

**Attachments:**

1. [September 2025 Statistics](#)
2. [Highlighted Statistics - September - 5 - Year Comparison](#)
3. [October 2025 Statistics](#)
4. [Highlighted Statistics - October - 5 - Year Comparison](#)

4.8 Report related to ongoing Library activities for the months of September and October 2025

**Recommendation:**

Staff recommends the Library Board of Trustees receive the report and provide any necessary feedback.

**Staff Report**

**Attachments:**

1. [September 2025 Programs](#)
2. [October 2025 Programs](#)

**5. BOARD MEMBER REPORTS AND MATTERS INITIATED BY LIBRARY DIRECTOR AND BOARD MEMBERS**

**6. ADJOURNMENT**

To a regular meeting of the Library Board of Trustees scheduled for Thursday, January 22, 2026, at 7:00 p.m., Civic Center Meeting Hall, William M. Mendenhall Community Room, 1016 S. Livermore Avenue.

**7. HOW TO PARTICIPATE IN THE COMMISSION MEETING**

You can participate in the meeting in a number of ways:

Special Meeting, Workshops, The public will have the opportunity to address the Library Board of Trustees regarding the item that is the subject of the special meeting or workshop. Public comments are limited to a maximum of 3 minutes per person.

Submission of Comments Prior to the Meeting:

Email Comments may be submitted by the public to the Board Liaison ([libboardpubcomments@livermoreca.gov](mailto:libboardpubcomments@livermoreca.gov)). Items received no later than 12:00 pm on the day of the meeting will be provided to the Library Board of Trustees and available on the City website prior to the meeting. These items will NOT be read into the record.

eComments may be submitted by the public using the eComment link [here](#). Comments may be up to 1000 characters in length and will be accepted up until 3:30 pm the day of the meeting. These items will NOT be read into the record and are viewable by the the Library Board of Trustees and the public upon submittal.

Submission of Comments During the Meeting:

Speakers are limited to a maximum of 3 minutes per person. To submit a comment, you must complete a speaker card for each item. Speaker cards are available in the Civic Center Meeting Hall lobby. Indicate on the card the item number you wish to comment on and submit

the card directly to the liaison prior to the start of the item. You should be aware that the Library Board of Trustees is prohibited by State law from taking action on any items that are not listed on the agenda. However, if your item requires action, the Library Board of Trustees may place it on a future agenda or direct staff to work with you and/or report to the Library Board of Trustees on the issue.

If you would like to deliver written materials to the Library Board of Trustees as part of your public comments, please provide 8 copies to the liaison with your speaker card.

The Library Board of Trustees Agenda and Agenda Reports are prepared by City staff and are available for public review 72 hours, prior to the Library Board of Trustees meeting at 1016 South Livermore Avenue, Livermore. The Agenda is also available on the City's website, <http://livermoreca.gov/agenda>.

Under Government Code §54957.5, any supplemental material distributed to the members of the Library Board of Trustees after the posting of this agenda will be available for public review at City Hall, 1052 South Livermore Avenue, Livermore, and included in the agenda packet available on the City's web site at <http://livermoreca.gov/agenda>.

PURSUANT TO TITLE II OF THE AMERICANS WITH DISABILITIES ACT (CODIFIED AT 42 UNITED STATES CODE SECTION 12101 AND 28 CODE OF FEDERAL REGULATIONS PART 35), AND SECTION 504 OF THE REHABILITATION ACT OF 1973, THE CITY OF LIVERMORE DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, ANCESTRY, SEX, DISABILITY, AGE OR SEXUAL ORIENTATION IN THE PROVISION OF ANY SERVICES, PROGRAMS, OR ACTIVITIES. TO ARRANGE AN ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS PUBLIC MEETING, PLEASE CONTACT THE ADA COORDINATOR AT [ADACoordinator@livermoreca.gov](mailto:ADACoordinator@livermoreca.gov) OR CALL (925) 960-4170 (VOICE) OR (925) 960-4104 (TDD) AT LEAST THREE (3) BUSINESS DAYS IN ADVANCE OF THE MEETING