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AGENDA
LIBRARY BOARD
Regular Meeting
Oxnard Public Library, Meeting Room A
251 South A Street
5/20/2026
4:30 p.m.

To join remotely, click on the link below:

<https://us06web.zoom.us/j/89456567437?pwd=EEQzRbRjs539KFn3PoB3kL8v55n556.1>

Or telephone (toll-free): 888-475-4499

Meeting ID: 894 5656 7437

Passcode: 093717

If you wish to speak during public comments or a particular item on the agenda, please sign-on by following the zoom call in steps listed above. Once the Chair calls for public speakers, press *9 to raise your hand, or if online, click the raise hand icon in the Zoom interface to inform the Chair you would like to speak during the public speaking section for that particular item on the agenda.

YOU MAY PARTICIPATE IN THE MEETING IN THE FOLLOWING WAYS:

1. ATTEND THE MEETING AT THE LOCATION LISTED ABOVE OR VIA ZOOM
2. EMAIL COMMENTS OR REQUESTS TO SPEAK BEFORE THE MEETING
 - a. Submit a request to speak no later than 12:00 p.m. on the day of the meeting by contacting the Commission Secretary Lisa Horan at lisa.horan@oxnard.org. Please indicate the agenda item number in the subject line.
3. PROVIDING PUBLIC COMMENTS REMOTELY DURING THE MEETING
 - a. To provide a public comment during the meeting dial 888-475-4499 and enter the Meeting ID and Passcode listed above as the Zoom details for this meeting. When the Chair announces the particular item on the agenda you want to speak on, press *9 to raise your hand. Once called on, press *6 to unmute your phone.
 - b. Public comments on agenda items will be taken following the announcement of the item. After the item is announced, members of the public shall have three minutes to register or otherwise be recognized for the purpose of providing public comment.

A. ROLL CALL

B. APPROVAL OF MINUTES

1. SUBJECT: Minutes of the meeting of April 15, 2026.
RECOMMENDATION: Approve.

C. PUBLIC COMMENTS

In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact 805-385-7524. Notification at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

At a regular meeting, a person may address the Library Board only on matters within the subject matter jurisdiction of the Commission. The presiding officer shall limit public comments to three minutes. The Commission cannot enter into detailed discussion or take action on any item presented during public comments not on the agenda. Such items may only be referred to the Commission Secretary for administrative action or scheduled on a subsequent agenda for discussion. Unless otherwise approved by the Commission, persons wishing to speak on items not on the agenda should do so during public comments.

D. COMMISSION BUSINESS

1. SUBJECT: Election of Board Chair & Vice Chair
RECOMMENDATION: That the Library Board elect the 2026 Chair & Vice Chair.

2. SUBJECT: Meeting Location
RECOMMENDATION: That the Library Board consider relocating Library Board meetings to the Council Chambers Closed Session Room.

3. SUBJECT: Advertising with Schools
RECOMMENDATION: That the Library Board discuss questions and feedback regarding advertising library programs and services within the schools.

4. SUBJECT: Discussion from Library Tour
RECOMMENDATION: That the Library Board discuss questions and feedback regarding the library tour from April 15.

E. REPORT OF THE COMMISSION SECRETARY

The Commission Secretary shall report on items of interest to the Commission occurring since the last meeting. The Commission cannot enter into detailed discussion or take action on any items presented during this report. Such items may only be referred to the Secretary for administrative action or scheduled on a subsequent agenda for discussion.

F. COMMISSIONER COMMENTS

Commissioners may individually report on items of interest or concern outside of Ad Hoc Committee reports. The Commission cannot enter into detailed discussion or take action on any item presented during these reports. The Commissioner's report shall not exceed three minutes.

G. ITEMS FOR FUTURE CONSIDERATION

Commissioners may request that items be placed on future agendas for extended discussion.

H. ADJOURNMENT

MINUTES
OXNARD PUBLIC LIBRARY BOARD
Regular Meeting
Wednesday, April 15, 2026, 4:30 p.m.

A. SWEARING IN OF OFFICERS

At 4:35 p.m. City Clerk, Luly Lopez swore in Oxnard Public Library Board Members: Esthela Cazares, Thomas C. Nielsen, Emily D. Ramsey and Michelle D. Robledo-Canchola.

B. ROLL CALL/PLEDGE OF ALLEGIANCE

The initial regular meeting of the Oxnard Public Library Board convened at the Oxnard Public Library, Meeting Room A, 251 South A Street, Oxnard, CA 93030. Board members Esthela Cazares, Thomas C. Nielsen, Emily D. Ramsey and Michelle D. Robledo-Canchola were present. Board member Sahara Pena attended virtually, and was not sworn in. Staff members Kathleen Ashmores, Library Manager, Jason Zaragoza, Assistant City Attorney, Claire Hattar, Deputy City Attorney, Lisa Horan, Recording Secretary, Leah Corella, Administrative Services Technician were present. The meeting was called to order by Library Manager, Kathleen Ashmore.

C. PUBLIC COMMENTS

There were no public comments.

D. COMMISSION BUSINESS

1. **SUBJECT:** Board Member Orientation & Annual Report Presentation
RECOMMENDATION: That the Library Manager provides a new member orientation, annual report, and handouts to the Library Board Members.
ACTION: Board members received the orientation. The Annual Report will be presented to Council on Tuesday, April 21, 2026.
2. **SUBJECT:** Brown Act Training
RECOMMENDATION: That the Library Board members receive and file a Brown Act Training from the City Attorney's Office.
ACTION: Board members received the Brown Act training, including guidance on email etiquette.
3. **SUBJECT:** Adoption of 2026 Library Board Calendar
RECOMMENDATION: That the Library Board adopt the 2026 calendar of meeting dates, times, and locations.
ACTION: Member Ramsey made a motion to hold monthly meetings on the third Wednesday of the month at 4:30 p.m. Member Nielsen seconded the motion, and the motion passed unanimously.
4. **SUBJECT:** Library Tour
RECOMMENDATION: That the Library Manager provide an introductory tour of the Main Library.
ACTION: Kathleen Ashmore, Library Manager, led a brief tour of the Main Branch Library.

E. REPORT OF THE BOARD SECRETARY

None.

F. BOARD COMMENTS

None.

G. ITEMS FOR FUTURE CONSIDERATION

1. Elect a Chairperson
2. Possible relocation of meeting to conference room in Council Chambers as suggested by staff member Diego Zuniga.

H. ADJOURNMENT

Meeting adjourned at 6:23 p.m.



Lisa Horan, Secretary

[Unassigned], Chairperson