

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



Kathleen Ashmore, Staff Liason