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AGENDA  
LIBRARY BOARD  
Regular Meeting  
Oxnard Public Library, Meeting Room A  
251 South A Street  
6/17/2026  
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 Board Secretary Lisa Horan at [lisa.horan@oxnard.org](mailto: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 May 20, 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 Library Board. The presiding officer shall limit public comments to three minutes. The Library Board 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 Library Board Staff Liaison for administrative action or scheduled on a subsequent agenda for discussion. Unless otherwise approved by the Library Board, persons wishing to speak on items not on the agenda should do so during public comments.

D. BOARD BUSINESS

1. SUBJECT: Advertising with Schools  
RECOMMENDATION: That the Library Board discuss questions and feedback regarding advertising library programs and services within the schools.
2. SUBJECT: Library Board Member as Library Volunteers  
RECOMMENDATION: That the Library Board discuss questions regarding if board members can also volunteer at the library.
3. SUBJECT: Network Refresh Assessment Final Report  
RECOMMENDATION: That the Library Manager present the final report for the technology assessment completed by Carson Block Consulting Inc.

E. REPORT OF THE BOARD STAFF LIAISON

The Staff Liaison shall report on items of interest to the Board 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 Staff Liaison for administrative action or scheduled on a subsequent agenda for discussion.

F. BOARD COMMENTS

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

G. ITEMS FOR FUTURE CONSIDERATION

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

H. ADJOURNMENT

**MINUTES**  
**OXNARD PUBLIC LIBRARY BOARD**  
**Regular Meeting**  
**Wednesday, May 20, 2026**  
**4:30 p.m.**

A. ROLL CALL

At 4:42 p.m. the meeting was called to order with Oxnard Public Library Board Members present: Esthela Cazares, Thomas C. Nielsen, Emily D. Ramsey and Michelle D. Robledo-Canchola. Absent: Sahara Pena. City Staff in attendance, Claire Hattar, Deputy City Attorney, Kathleen Ashmore, Library Board Liaison, Lisa Horan, Library Board Recording Secretary.

B. APPROVAL OF MINUTES

SUBJECT: Minutes of the meeting of April 15, 2026 .

RECOMMENDATION: Approve

ACTION: Board member Nielsen moved approval as recommended. Board member Cazares seconded and the motion carried unanimously with board member Pena absent.

C. PUBLIC COMMENTS

There were no public comments.

D. BOARD BUSINESS

1. SUBJECT: Election of Board Chair & Vice Chair  
RECOMMENDATION: That the Library Board elect the 2026 Chair and Vice Chair.  
ACTION: Board member Cazares nominated herself, board member Neilsen nominated himself. Board members voted unanimously for Neilsen, Chair and Cazares, Vice Chair.
2. SUBJECT: Meeting Location  
RECOMMENDATION: That the Library Board consider relocating Library Board meetings to the Council Chambers Closed Session Room  
ACTION: Board members voted unanimously to have Library Board meetings continue at the Main Branch Library location.
3. SUBJECT: Advertising with Schools  
RECOMMENDATION: That the Library Board discuss questions and feedback regarding advertising library programs and services within the schools.  
ACTION: Member Neilsen made a motion to table item for further agenda discussion. Member Cazares seconded the motion, and the motion passed unanimously.
4. SUBJECT: Discussion from Library Tour  
RECOMMENDATION: That the Library Board discuss questions and feedback regarding the library tour from April 15.  
ACTION: Discussion among board members from the April library tour. Board member Neilsen recommended security identifiers for board members, Board member Estela Cazares had discussion surrounding collection management and weeding protocols.

E. REPORT OF THE BOARD STAFF LIAISON

Library Board Liaison, Ashmore provided background and status of the Library IT Refresh project. Library Collection weeding project and collection development. Future Library Board Meeting Agendas to include recommendations for library policies, and clarification that 2027 annual report will be given in April by Board Member Nielsen.

F. BOARD COMMENTS

Board member Ramsey asked for clarification on potential conflict of interest for Library Board members to volunteer at the Library beyond the capacity of Library Board members. Board member Cazares requested an annual budget overview for August of each year.

G. ITEMS FOR FUTURE CONSIDERATION

H. ADJOURNMENT

The meeting adjourned at 5:40 p.m.

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Lisa Horan, Recording Secretary

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Thomas C. Neilsen, Chairperson