MINUTES
OXNARD PUBLIC LIBRARY BOARD
Regular Meeting

Wednesday, June 17, 2026, 4:30 p.m.

A. ROLL CALL

At 4:42 p.m. OPL Board Chair Nielsen called the regular meeting to order at the Oxnard Public Library Meeting Room A, 251 South A Street, Oxnard, CA 93030. Chairpersons Esthela Cazares, Tom Nielsen, Sahara Pena, Emily Ramsey, Michelle Robledo-Canchola were present. Quorum confirmed.

Staff members Kathleen Ashmores, Library Manager and Lisa Horan, Recording Secretary were present.

B. APPROVAL OF MINUTES

1. SUBJECT: Minutes of the meeting of May 20, 2026.
RECOMMENDATION: Amended corrected minutes of the last session. Correction Member Vice Chair from Cazares to Ramsey.
ACTION: Vice Chair Ramsey motioned to approve as amended. Board Member Cazares seconded and the motion was carried unanimously.

C. PUBLIC COMMENTS

None.

D. BOARD BUSINESS

1. SUBJECT: Advertising with Schools
RECOMMENDATION: The board discusses recommendations and strategies for advertising library programs and services within local schools.
DISCUSSION: Coordinated efforts with Friends of the Library, School Districts (PeachJar) library flyer distribution, and participation in community outreach events.
ACTION: Staff will follow up on setting up a system for getting flyers out to the school districts via tools like Parent Square.

2. SUBJECT: Library Board Members as Library Volunteers
RECOMMENDATION: That the Library Board discuss questions regarding if board members can also volunteer at the library.
DISCUSSION: Kathleen Ashmore, Library Manager is working with the legal department on this question, and will provide a status update.

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.
RECEIVE & FILE: A review of the final glossy report was given. This report summary provided an overview of the last 13 months of work, sequencing, and recommendations for moving forward into the build stage of the network refresh.

E. REPORT OF THE BOARD STAFF LIASON

The Library Manager made several comments including: 1) a professional overview of professional work experience for the board to get to know the Library Manager, and 2) the role of the Library Board within the city of Oxnard and their purviews.

F. BOARD COMMENTS

The board members report on items of interest or concern including: 1) clarification on Brown Act and Robert Rules of Orders, 2) increasing engagement with the community through events like the PD Halloween Trunk-or-Treat, 3) the role of Makerspace technology within the network refresh plan.

G. ITEMS FOR FUTURE CONSIDERATION

1. Vote on Public Comment Location on Agenda, moving to the end of the meeting (after reports).
2. Volunteer Status Update
3. Marketing & Advertising Discussion Follow-up
4. Outreach Update - Outreach Library Supervisor Clarie

H. ADJOURNMENT

At 6:00 p.m. motion to adjourn by Vice Chair Ramsey, seconded by Board Member Robledo-Canchola and the motion carried unanimously.

Lisa Horan, Recording Secretary

Tom Nielsen , Chairman