

CITY OF OCEANSIDE LIBRARY BOARD OF TRUSTEES 2022-2024 WORKPLAN

MISSION

The Library Board of Trustees works to support and promote the mission of the Oceanside Public Library: To Engage, Inform, Connect, and Inspire by ensuring all segments of the Oceanside community are reflected in the Library's goals and objectives.

INTRODUCTION

In December 1904, the City of Oceanside's Library Board of Trustees was established by Oceanside Code Article VI with powers prescribed by the State of California Education Code.

ROLE

The role of the Trustees is to manage library operations and approve rules and regulations regarding library hours, services and materials placed in the Library. The Trustees set policy and provide direction for Library services in the City, make recommendations on the budget to the City Council, review and approve the proposed Library budget for submission to the City Manager, monitor expenditures and authorize payments for Library operations.

Library Trustees represent the community's interest and are important advocates for library services. This advocacy involves participation in employee celebrations, occasional City Council meetings, community celebrations sponsored by the Library, and programs supported by the Friends of the Oceanside Public Library and the Oceanside Public Library Foundation.

The Library Board is also responsible for ensuring that the library serves the needs of our diverse community. To that end, the Library Board of Trustees defends the principles of individual freedom to read, view, and hear, and supports the Library Bill of Rights as adopted by the American Library Association and affirms the Oceanside Public Library's adopted Racial Equity Statement.

STRUCTURE

There are five members of the Library Board of Trustees appointed by the Mayor with approval of the City Council. Members serve at the pleasure of Council for three-year terms. Each January, the Library Board elects three officers: president, vice-president,

and secretary. Board members rotate responsibility to serve as liaison to the Friends of the Library. They support Library staff by attending in-service training/events, tutor/learner gatherings meetings of Oceanside READS Learning Center and other staff related functions.

Current Library Board of Trustees are:

Linda Arce
Adrienne Hakes
William Loftus
Alma Sisco Smith
Charlene Williamson

The Library Board meets monthly on the fourth Tuesday of the month at 2:00 PM in the City Council Chambers.

GENERAL GOALS

The Library Board of Trustees will work to promote the following Library Strategic goals and objectives in support of the City Council Strategic Goals.

1. Deliver a balanced array of core library services and programs for all ages, in accordance with sound fiscal practices.
2. Provide culturally diverse programs reflecting the Oceanside community such as African American, Asian American, Filipino, Indigenous American, Latino, LGBTQ, and Pacific Islander.
3. Support lifelong learning through universal access to information for all residents.
4. Build partnerships and educational opportunities with community agencies, businesses, organizations, and schools/colleges.

BOARD RESPONSIBILITY

The Library Board of Trustees will discuss and complete the following projects and work tasks:

1. Increase advocacy efforts by attending City Council Meetings and making program announcements during the Public Comment portion of the meeting as needed.
2. Biennially review the bylaws and workplan that outline the Board's purpose and function.

3. Facilitate a quarterly review of the Trustee workplan and track progress with Library Administration and staff.
4. Annually provide feedback for the Library Director's evaluation.
5. Monitor the materials budget and priorities for collection development to ensure that community needs are being met.
6. Provide Board training as required or needed.

BOARD SPECIFIC STRATEGIES THAT SUPPORT THE LIBRARY'S STRATEGIC PLAN

The Library Board of Trustees will discuss and review the following projects and work tasks, as outlined in the Library's Strategic Plan.

1. Conduct a quarterly review of Library accomplishments.
2. Approve the annual service plan as provided by the Library Director.
3. Conduct a biennial review of library policies and procedures, including changes as needed, to ensure a focus on the customer and on maintaining a user-friendly atmosphere in all service areas.
4. Approve new technology projects that will increase efficiency and service to the community.
5. Encourage staff in their community involvement efforts to inform program development and expansion of services.
6. Support marketing efforts that promote the public image of the library.
7. Ensure that there are opportunities for professional development and training for Library Staff.
8. Accept and approve grants, monitor the budgets and program outcomes.
9. Provide input on short-term, mid-term and long-range facility improvements and planning.
10. Encourage the ongoing growth of Arts and Culture in Oceanside.