



**NATIONAL CITY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES
REGULAR MEETING AGENDA**

March 4, 2026 - 5:30 PM

When: March 4, 2026 5:30 PM Pacific Time (US and Canada)
Topic: Board of Library Trustees Meeting
National City City Hall – Second Floor Large Conference Room
1243 National City Blvd., National City CA 91950

Public Comments: There are two ways you can make sure your opinions are heard and considered by the Library Board of Trustees:

1. **Submit your public comment prior to the meeting:** To submit a comment in writing, email or mail to: lbtPubComment@nationalcityca.gov, provide the agenda item and title of the item in the subject line of your email. Public comments or testimony is limited to up to three (3) minutes. If the comment is not related to a specific agenda item: Indicate *General Public Comment* in the subject line. All email comments received by 3:30 p.m. on the day of the meeting will be read into the record at the Library Board of Trustees meeting and retained as part of the official record. All comments will be available on the City website within 48 hours following the meeting.
2. **Participate in live public comment during the meeting:** Each speaker is allowed up to three (3) minutes to address the Library Board of Trustees. Please be aware that the Chair may limit the comments' length due to the number of persons wishing to speak or if comments become repetitious or unrelated. All comments are subject to the same rules as would otherwise govern speaker comments at the meeting. Speakers are asked to be respectful and courteous. Please address your comments to the Library Board of Trustees as a whole and avoid personal attacks against members of the public, Library Trustees, and City staff.

AGENDA

Call to Order

Roll Call

Public Comment

Consent Agenda

1. Approval of Agenda dated March 4, 2026
2. Approval of February 2026 Minutes
3. February 2026 Warrants

New and Unfinished Business

4. Elections- Chair and Secretary
5. California State Library Lunch at the Library Grant – Grant Amount \$6,428

Director of Library Services Report

Other Reports

6. Friends of the Library Report

Board Member Comments

Adjournment: Next meeting April 1, 2026 at 5:30 p.m.

Upon request, this agenda can be made available in appropriate alternative formats to persons with a disability in compliance with the Americans with Disabilities Act. Please contact Danielle Ghio, Director of Library Services at (619) 470-5800 or by email at dghio@nationalcityca.gov to request a disability-related modification or accommodation. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangement to ensure accessibility to this meeting.

I, Sarah Ruiz, Administrative Secretary, of the City of National City, hereby declare under penalty of perjury that a copy of the above Agenda of the Regular Meeting of the Board of Library Trustees of the City of National City, California, was delivered and/or notice by email not less than 72 hours, before the hour of 6:00 p.m. on **February 27, 2026** to the members of the Board of Library Trustees, and caused the agenda to be posted on the City's website at www.nationalcityca.gov and at the Library, 1401 National City Blvd., National City, CA 91950, and at National City City Hall, 1243 National City Blvd., National City, California 91950.

Sarah Ruiz



NATIONAL CITY PUBLIC LIBRARY

Regular Meeting of the Library Board of Trustees

Minutes

February 4, 2026

CALL TO ORDER

The regular meeting of the Board of Library Trustees of the National City Public Library was called to order by Chair Godshalk at 5:30 p.m. on February 4, 2026.

ROLL CALL

BOARD OF TRUSTEES PRESENT:

Margaret Godshalk, Chair
Patricia "Trissy" McGhee, Member Trustee
Nidya Rivera-Moreno, Member Trustee
Ricardo Carmona, Alt. Member Trustee

BOARD OF TRUSTEES ABSENT:

Jose Lopez, Member Trustee

STAFF PRESENT:

Mikki Vidamo, Management Analyst II
Sarah Ruiz, Administrative Secretary

PUBLIC COMMENTS AND COMMUNICATION

No Public Comments received

CONSENT AGENDA, ITEMS 1-3:

ACTION: Motion by Member Rivera-Lopez and Second Member McGhee to approve Consent Agenda Items 1-3 with correction to the Warrants totals.

Motion carried by unanimous vote

NEW AND UNFINISHED BUSINESS

ACTION: Feedback from Friends of Library regarding the use of Venmo

No vote taken

DIRECTOR OF LIBRARY SERVICES REPORT

Management Analyst Vidamo provided an overview of December events, literacy classes, and information about Family Literacy. He mentioned a KPBS article on the Tool Library, featuring E-Librarian Alex Neu.

OTHER REPORTS – FRIENDS OF THE LIBRARY

Chair Godshalk noted that the Friends of the Library will host Women’s History Month on March 14. Chair Godshalk also mentioned needed to hold votes for Chair and Secretary.

BOARD TRUSTEE COMMENTS/COMMUNICATION

Member McGhee posed a question about responding to immigration issues and who the Library makes purchases from.

ADJOURNMENT

Meeting adjourned at 5:46 p.m. The next Board Meeting is scheduled for Wednesday, March 4, 2026 at 5:30 p.m.

Respectfully submitted,

Danielle Ghio
Director of Library Services

DRAFT

Library Warrants FY 25-26 Board Meeting Wednesday, March 4, 2026			
Description	Vendor	Amount	Total
Book Supplies- Labels	DEMCO	\$571.89	\$571.89
Blu-Rays and DVDs	MIDWEST	\$1,519.27	\$1,519.27
		TOTAL	\$2,091.16



AGENDA REPORT

Department: Library and Community Services
Prepared by: Danielle Ghio, Director of Library Services
Meeting Date: Tuesday, March 17, 2026
Approved by: Alejandro Hernandez, Acting City Manager

SUBJECT:

California State Library Lunch at the Library Grant Funds Acceptance

RECOMMENDATION:

Adopt the Resolution Entitled “Resolution of the City Council of the City of National City, California, Authorizing the City Manager or his Designee to Accept the California State Library Grant in the Amount of \$6,428 to Fund the National City Public Library’s Lunch at the Library Program for FY 2026 and Authorizing the Establishment of a Library Grants Fund Appropriation of \$6,428 and Corresponding Revenue Budget.”

BOARD/COMMISSION/COMMITTEE PRIOR ACTION:

N/A

EXPLANATION:

The National City Public Library will begin a Lunch at the Library pilot program in 2024 which will support providing summer meals to children and youth. The focus of the program is to provide summer meal sites with learning and enrichment opportunities and wraparound community services in conjunction with meals.

The National City Public Library will again partner with Heaven’s Windows, a non-profit whose mission is to aid struggling families, seniors, homeless individuals with free groceries and children with free meals when school is not in session. Heaven’s Window will supply, deliver, and serve nutritious meals to children up to 18 years of age over the course of 10 weeks in summer.

The California State Library grant is designed to establish summer meal sites that also provide programming, farm-to-table resources, and enrichment activities, and develop and build local and regional networks to connect families with nutritious summer meals to reduce summer hunger. This opportunity supports libraries in implementing innovative and often larger-scale efforts to connect more children, teens, and families with nutritious meals during the summer.

The California State Library grant is awarded in three installment payments. The first payment of \$2,892 (45% of the Lunch at the Library Award) is being awarded at this time. The second payment of \$2,892, representing an additional 45% of the award will be awarded according to the payment schedule. The third payment of \$644 representing the remaining 10% of the total award for FY 2026, will be claimed at a later date upon submission of the mid-year narrative and financial reports that demonstrate program activity and confirm that 75% of the award has been expended. The total award amount for FY 2026 will be \$6,428. Funds will pay for enrichment activities, marketing, instructional materials, and supplies.

FINANCIAL STATEMENT:

Approval of the Resolution would authorize the establishment of a Library Grants Fund appropriation of \$6,428 and a corresponding revenue budget.

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:

Parks, Recreation and Library

ENVIRONMENTAL REVIEW:

This is not a project under CEQA and is therefore not subject to environmental review. CCR15378; PRC 21065.

PUBLIC NOTIFICATION:

The Agenda Report was posted within 72 hours of the meeting date and time in accordance with the Ralph M. Brown Act.

ORDINANCE:

Not Applicable

EXHIBITS:

Exhibit A - California State Library Award Letter

Exhibit B - Resolution



January 27, 2026

Danielle Ghio, Director of Library Services
National City Public Library
1401 National City Blvd
National City, CA 91950

Dear Director of Library Services Danielle Ghio:

We are pleased to approve the grant application for the LATL Summer 2026 project for a total of \$6,428 in state grant funds. National City Public Library will receive \$6,428 of the award upon execution and approval of the grant agreement, certification, and claim forms.

Hard copies of this correspondence will not follow. Keep the entirety of the correspondence for your files and consider these award materials your original documents.

This grant is governed by the attached Grant Agreement and Certification of Compliance, which includes the project period, reporting requirements, and payment schedule. Your approved budget is attached and can also be found in our grant management system. Login to view and manage your grant here: www.gotomygrants.com.

Please sign the claim and certification forms at the back of your award packet using the DocuSign system. Should you have any questions regarding the use of DocuSign please contact your grant monitor.

Upon receipt of a completed claim form that is free of errors or inaccurate information, the State Library processes it for routing to the Office of the State Controller which ultimately issues the check. The total time for the claim form to be processed, routed, payment issued, and mailed can be up to eight weeks, but is often a shorter timeframe. If you still have not received payment after eight weeks, please contact your grant monitor.

The Grant Monitor assigned to your project is Robyn McCreight. Robyn is available to assist you throughout the year and can be reached via email at robyn.mccreight@library.ca.gov. Please stay in touch with your Grant Monitor throughout the award period. Read the enclosed award packet thoroughly and contact your Grant Monitor if you have any questions.

Best wishes for a successful project.

Respectfully yours,

Signed by:

BDA50981C41C416...

Greg Lucas
California State Librarian

Library – Courts Building
P.O. Box 942837
Sacramento, CA 94237-0001

916-323-9759
csl-adm@library.ca.gov
www.library.ca.gov

THE BASICS – YOUR GRANT AWARD

The following provides all the basic information about your grant and managing your grant.

Award #:	LATL25-42A
Library/Organization:	National City Public Library
Project Title:	LATL Summer 2026
Award Amount:	\$6,428
Start Date:	February 1, 2026
End Date:	January 31, 2027
Please understand that it can take from six to eight weeks before grant funds are delivered. If you have not received your payment after eight weeks, please contact your grant monitor.	

REPORTING

Lunch at the Library participants are required to provide financial and narrative reports as outlined in the grant terms and conditions (May 30, 2026, August 30, 2026, November 30, 2026, and Outputs Forms and Outcomes Surveys due September 10, 2026); final financial and narrative reports by February 28, 2027; and updates upon request. Reports will be submitted to the grant management system here: www.gotomygrants.com.

PAYMENTS

Please note this clarification regarding payments. Grant payments will be made based on the payment schedule laid out in the Grant Term and Award Documentation. See item 41 in the Terms and Conditions to view the payment schedule for your grant.

CONTACT

We want your project to be successful. Please work with the grant monitor and project consultant in implementing your project:

Grant Monitor:	Robyn McCreight
Monitor Phone Number:	916-603-6716
Monitor Email Address:	Robyn.mccreight@library.ca.gov
Project Consultant:	Kaela Villalobos
Consultant Email Address:	kaela.villalobos@library.ca.gov

Cc:
 Kimberly Stephenson, kstephenson@nationalcityca.gov
 Robyn McCreight, Robyn.mccreight@library.ca.gov
 Kaela Villalobos, kaela.villalobos@library.ca.gov
stategrants.fiscal@library.ca.gov

RESOLUTION NO. 2026 -

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO ACCEPT THE CALIFORNIA STATE LIBRARY GRANT IN THE AMOUNT OF \$6,428 TO FUND THE NATIONAL CITY PUBLIC LIBRARY'S LUNCH AT THE LIBRARY PROGRAM FOR FY 2026 AND AUTHORIZING THE ESTABLISHMENT OF A LIBRARY GRANTS FUND APPROPRIATION OF \$6,428 AND CORRESPONDING REVENUE BUDGET.

WHEREAS, the California State Library grant is designed to establish summer meal sites that also provide programming, farm to table resources, enrichment activities and develop and build local and regional networks to connect families with nutritious summer meals to reduce summer hunger. This opportunity supports libraries in implementing innovative and often larger-scale efforts to connect more children, teens, and families with nutritious meals during the summer; and

WHEREAS, the National City Public Library began a Lunch at the Library pilot program in 2024 which supports providing summer meals to children and youth. The focus of the program is to provide summer meal sites with learning and enrichment opportunities and wraparound community services in conjunction with meals; and

WHEREAS, the National City Public Library was awarded \$6,428 from the California State Library to fund a Lunch at the Library program for our community residents.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1: That the City Council hereby authorizes the acceptance of grant funds in the amount of \$6,428 from the California State Library to fund the National City Public Library's Lunch at the Library Program for Fiscal Year 2026 and authorizes the establishment of Library Grant Fund appropriations in the amount of \$6,428 and a corresponding revenue budget.

Section 2: That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

Ron Morrison, Mayor

ATTEST:

Shelley Chapel, MMC, City Clerk

APPROVED AS TO FORM:

Heidi Skinner, Interim City Attorney