



Leslie Hardy
Community and Library
Services Director

Amy Harpster
Assistant Library Director

Jessica Wang
Executive Assistant

AGENDA

Orange Public Library Board of Trustees August 17, 2026

3:30 PM Regular Session

Orange Public Library & History Center - Rotary Room
407 E. Chapman Avenue
Orange, CA 92866

REBECCA MARTINEZ
Chair

KATHLEEN STEVENS
Vice Chair

SUSIE HUBER
Trustee

ARIANA CAZARES
Trustee

SHARON ZIMMERMAN
Trustee

Welcome to the Library Board of Trustees Meeting. Regular meetings of the City of Orange Public Library Board of Trustees are typically held on the third Monday of each month at 3:30 p.m.

Agenda Information

The agenda contains a brief general description of each item to be considered. Written materials relating to an item on the agenda that are provided to the Library Board after agenda packet distribution and within 72 hours before it is to consider the item will be made available for public inspection in the City Clerk's Office located at 300 E. Chapman Avenue, Orange, during normal business hours; at the Library Board meeting; and made available on the City's website at www.cityoforange.org.

Public Participation

Pursuant to Government Code Section 54954.3, members of the public may address the Library Board on any agenda items or matters within the jurisdiction of the governing body by using any of the following methods:

1) In-Person

To speak on an item on the agenda, complete a speaker's card indicating your name, address, and identify the agenda item number or subject matter you wish to address. The card should be given to staff prior to the start of the meeting. General comments are made during the "Public Comments" section on the agenda. Public comments are limited to three (3) minutes per speaker, unless a different time limit is announced.

2) Written Public Comments

Members of the public can submit their written comments electronically for the Board's consideration by using the eComment feature on the Agenda page of the City's website at www.cityoforange.org. To ensure distribution to the Library Board prior to consideration of the agenda, we encourage the public to submit written comments by 11:00 a.m. the day of the meeting. All written comments will be provided to the Trustees for consideration and posted on the City's website after the meeting.

Please contact the City Clerk's Office at (714) 744-5500 with any questions.

ADA Requirements: In compliance with the Americans with Disabilities Act, if you need accommodations to participate in this meeting, contact the Orange Public Library at (714) 744-2400. Notification at least 48 hours in advance of meeting will enable the City to make arrangements to assure accessibility to this meeting.

1. OPENING/CALL TO ORDER**1.1 PLEDGE OF ALLEGIANCE**

Trustee Sharon Zimmerman

1.2 ROLL CALL**2. PUBLIC COMMENTS**

Opportunity for members of the public to address the Library Board on matters not listed on the agenda which are within the subject matter jurisdiction of the Board, provided that NO action may be taken on off-agenda items unless authorized by law. Public Comments are limited to three (3) minutes per speaker.

3. APPROVAL OF MINUTES**3.1 Approval of minutes of the Orange Public Library Board of Trustees Regular Meeting held on July 20, 2026****Recommended Action:**

Approve minutes as presented.

Attachments: [Staff Report](#)
 [July 20, 2026 Regular Meeting minutes](#)

4. FRIENDS OF THE ORANGE PUBLIC LIBRARY REPORT**5. ORANGE PUBLIC LIBRARY FOUNDATION REPORT****6. LIBRARY DIRECTOR'S REPORT****6.1 Library Services Director's Report and Updates on Library Services****Recommended Action:**

Receive and file.

Attachments: [Staff Report](#)
 [OPL Statistics at a Glance - June 2026 Report](#)

7. BOARD REPORTS**7.1 Reports from Chair****7.2 Reports from Trustees**

8. NEW BUSINESS

8.1 Adoption of Posting and Distribution of Information Policy.

Recommended Action:

Adopt Policy as presented.

Attachments: [Staff Report](#)
[Orange Public Library Policy - Posting and Distribution of Information](#)
[\(Last Revised 08/17/2026\)](#)

9. ADJOURNMENT

The next Regular Library Board of Trustees meeting will be held on Monday, September 21, 2026, at 3:30 p.m., in the Rotary Room at the Orange Public Library & History Center.

I, Jessica Wang, Executive Assistant for the City of Orange, hereby declare, under penalty of perjury, that a full and correct copy of this agenda was posted pursuant to Government Code Section 54950 et. seq., at the following locations: Orange Civic Center kiosk and Orange City Clerk's Office at 300 E. Chapman Avenue, Orange Main Public Library at 407 E. Chapman Avenue, Police facility at 1107 N. Batavia, and uploaded to the City's website www.cityoforange.org.

Date posted: August 13, 2026



Agenda Item

Orange Public Library Board of Trustees

Item #: 3.1

8/17/2026

File #: 26-0472

TO: Chair and Members of the Orange Public Library Board of Trustees

THRU: Leslie Hardy, Community and Library Services Director

FROM: Jessica Wang, Executive Assistant

1. SUBJECT

Approval of minutes of the Orange Public Library Board of Trustees Regular Meeting held on July 20, 2026

2. SUMMARY

Submitted for your consideration and approval are the minutes of the above meeting.

3. RECOMMENDED ACTION

Approve minutes as presented.

4. ATTACHMENTS

- July 20, 2026 Regular Meeting minutes



Agenda Item

Orange Public Library Board of Trustees

Item #: 3.1

8/17/2026

File #: 26-0472

TO: Chair and Members of the Orange Public Library Board of Trustees

THRU: Leslie Hardy, Community and Library Services Director

FROM: Jessica Wang, Executive Assistant

1. SUBJECT

Approval of minutes of the Orange Public Library Board of Trustees Regular Meeting held on July 20, 2026

2. SUMMARY

Submitted for your consideration and approval are the minutes of the above meeting.

3. RECOMMENDED ACTION

Approve minutes as presented.

4. ATTACHMENTS

- July 20, 2026 Regular Meeting minutes

MINUTES - DRAFT

City of Orange

Orange Public Library Board of Trustees

July 20, 2026

The Orange Public Library Board of Trustees of the City of Orange, California convened on July 20, 2026 at 3:30 p.m. in a Regular Meeting in the Rotary Room of the Orange Public Library & History Center, 407 E. Chapman Avenue, Orange, California 92866.

1. OPENING/CALL TO ORDER

Vice Chair Huber called the meeting to order at 3:31 p.m.

1.1 PLEDGE OF ALLEGIANCE

Vice Chair Huber led the flag salute.

1.2 ROLL CALL

Present: Huber, Stevens, Zimmerman, and Martinez

Absent: Cazares

Chair Martinez joined the meeting at 4:00 p.m.

2. PUBLIC COMMENTS

None.

3. APPROVAL OF MINUTES

3.1. Approval of minutes of the Orange Public Library Board of Trustees Regular Meeting held on June 15, 2026

A motion was made by Trustee Zimmerman, seconded by Trustee Stevens, to approve the minutes as presented.

The motion carried by the following vote:

Ayes: Huber, Stevens, and Zimmerman

Noes: None

Absent: Cazares, and Martinez

4. FRIENDS OF THE ORANGE PUBLIC LIBRARY REPORT

Christine Huard-Spencer provided updates on the following on behalf of the Friends of the Orange Public Library ("Friends"):

- Market research to update Friends pricing.
- Upcoming specialty book sales.
- The Friends Board of Directors is seeking a new Volunteer Director.
- The Friends bookstore.

5. ORANGE PUBLIC LIBRARY FOUNDATION REPORT

Lynn-Marie Frediani, Executive Director of the Orange Public Library Foundation ("Foundation") provided updates on the following on behalf of the Foundation:

- Details on upcoming fundraising opportunities and events.
- The Foundation hosted S.T.E.A.M. for children programs in conjunction with the Library's Lunch at the Library program.
- Foundation grants and donations.

6. LIBRARY DIRECTOR'S REPORT

6.1. Library Services Director's Report and Updates on Library Services

Leslie Hardy, Community and Library Services Director and Amy Harpster, Assistant Library Director, provided an update on Community and Library Services, including:

- Pop-Up Library and community outreach.
- Library staff, recruitments, and scheduling.
- Summer programming.
- The department's budget and city-wide Master Fee Schedule.
- The El Modena Branch Library will throw a reception on August 6, 2026 to unveil the local history exhibit display curated in partnership with the Orange Community Historical Society.
- The OPL Statistics at a Glance - May 2026 report was received and filed.
- The Financial Report for FY26 - July 2025 through June 2026 was received and filed.

Chair Martinez joined the meeting at 4:00 p.m.

7. BOARD REPORTS

7.1 Reports from Chair

Chair Martinez reported the following:

- Chair Martinez is collaborating with the Santiago Charter Middle School to distribute 20 "Little Free Libraries" created by their students.
- The Superintendent of the Orange Unified School District, Dr. Rachel H. Monárrez, would like to host an annual meeting for all the district principals at the Orange Public Library & History Center.
- Chair Martinez will lead a tour of the Orange Public Library & History Center for a class of Chapman University students on Thursday, July 23, 2026.

7.2 Reports from Trustees

Trustees reported the following:

- A suggestion that the Library's Rules of Conduct Policy should be displayed outside of the Library as well as more prominently inside the Library.

8. NEW BUSINESS

8.1. Adoption of Proposed Computer and Internet Use Policy

A motion was made by Trustee Zimmerman, seconded by Vice Chair Huber, to adopt the policy with the following amendments:

1. Remove bullet point 3 on page 1 for redundant language.

The motion carried by the following vote:

Ayes: Huber, Stevens, Zimmerman, and Martinez

Noes: None

Absent: Cazares

8.2. Approval of Fiscal Year 2026-27 Meeting Schedule

A motion was made by Trustee Zimmerman, seconded by Vice Chair Huber, to approve the proposed meeting schedule with the condition of canceling the Regular Meeting scheduled for December 21, 2026.

The motion carried by the following vote:

Ayes: Huber, Stevens, Zimmerman, and Martinez

Noes: None

Absent: Cazares

8.3. Selection of Library Board of Trustees Officers

A motion was made by Vice Chair Huber, seconded by Trustee Stevens, to select Rebecca Martinez as Chair of the Library Board of Trustees for a one-year term effective August 17, 2026.

The motion carried by the following vote:

Ayes: Huber, Stevens, Zimmerman, and Martinez

Noes: None

Absent: Cazares

A motion was made by Vice Chair Huber, seconded by Trustee Zimmerman, to select Kathleen Stevens as Vice Chair of the Library Board of Trustees for a one-year term effective August 17, 2026.

The motion carried by the following vote:

Ayes: Huber, Stevens, Zimmerman, and Martinez

Noes: None

Absent: Cazares

9. ADJOURNMENT

There being no further business, the meeting adjourned at 4:30 p.m.

The next Regular Orange Public Library Board of the Trustees meeting will be held on Monday, August 17, 2026 at 3:30 p.m. in the Rotary Room of the Orange Public Library & History Center.

Leslie Hardy
Community and Library Services Director



Agenda Item

Orange Public Library Board of Trustees

Item #: 6.1

8/17/2026

File #: 26-0471

TO: Chair and Members of the Orange Public Library Board of Trustees

THRU: Leslie Hardy, Community and Library Services Director

FROM: Jessica Wang, Executive Assistant

1. SUBJECT

Library Services Director's Report and Updates on Library Services

2. RECOMMENDED ACTION

Receive and file.

3. ATTACHMENTS

- OPL Statistics at a Glance - June 2026 Report



Agenda Item

Orange Public Library Board of Trustees

Item #: 6.1

8/17/2026

File #: 26-0471

TO: Chair and Members of the Orange Public Library Board of Trustees

THRU: Leslie Hardy, Community and Library Services Director

FROM: Jessica Wang, Executive Assistant

1. SUBJECT

Library Services Director's Report and Updates on Library Services

2. RECOMMENDED ACTION

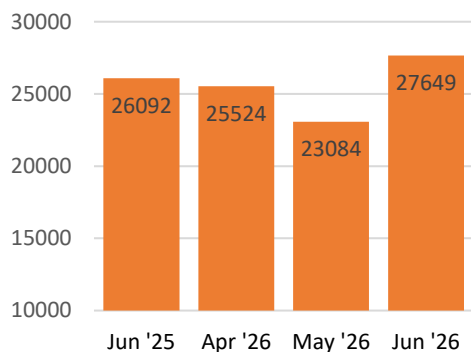
Receive and file.

3. ATTACHMENTS

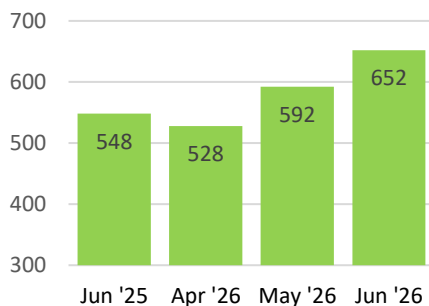
- OPL Statistics at a Glance - June 2026 Report

Statistics at a Glance June '26 Report

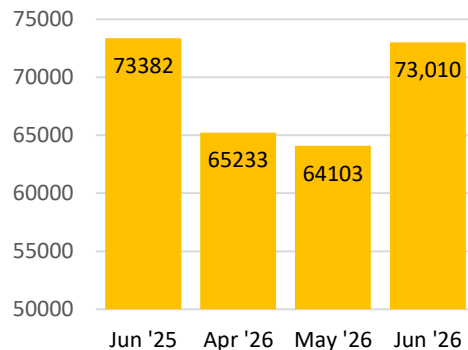
LIBRARY VISITS



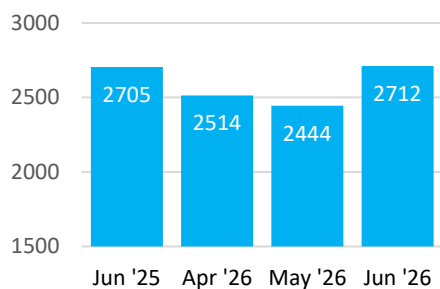
LIBRARY CARDS ISSUED



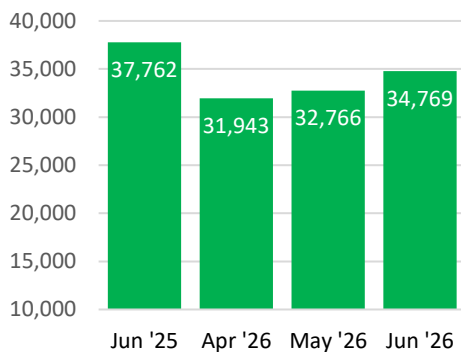
WEBSITE VISITS



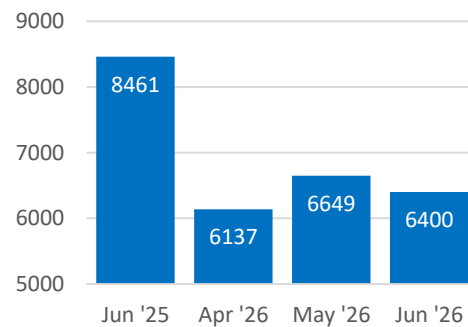
PUBLIC COMPUTER SESSIONS



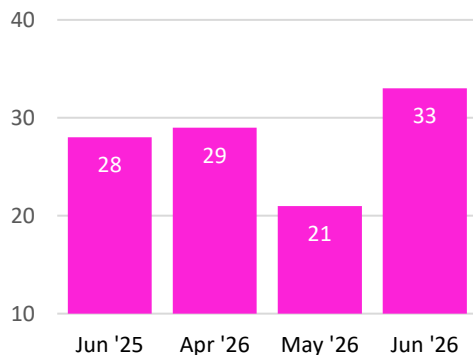
ITEMS BORROWED



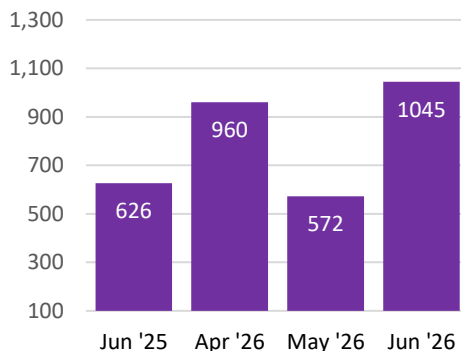
ITEMS DOWNLOADED



NUMBER OF PROGRAMS



PROGRAM ATTENDEES





Agenda Item

Orange Public Library Board of Trustees

Item #: 8.1

8/17/2026

File #: 26-0424

TO: Chair and Members of the Orange Public Library Board of Trustees

THRU: Leslie Hardy, Community and Library Services Director

FROM: Jessica Wang, Executive Assistant

1. SUBJECT

Adoption of Posting and Distribution of Information Policy.

2. SUMMARY

Submitted for your consideration and adoption is the Posting and Distribution of Information Policy, updated to clarify parameters for the public seeking to share information with library patrons.

3. RECOMMENDED ACTION

Adopt Policy as presented.

4. ATTACHMENTS

- Orange Public Library Policy - Posting and Distribution of Information (Last Revised 08/17/2026)



Agenda Item

Orange Public Library Board of Trustees

Item #: 8.1

8/17/2026

File #: 26-0424

TO: Chair and Members of the Orange Public Library Board of Trustees

THRU: Leslie Hardy, Community and Library Services Director

FROM: Jessica Wang, Executive Assistant

1. SUBJECT

Adoption of Posting and Distribution of Information Policy.

2. SUMMARY

Submitted for your consideration and adoption is the Posting and Distribution of Information Policy, updated to clarify parameters for the public seeking to share information with library patrons.

3. RECOMMENDED ACTION

Adopt Policy as presented.

4. ATTACHMENTS

- Orange Public Library Policy - Posting and Distribution of Information (Last Revised 08/17/2026)

ORANGE PUBLIC LIBRARY

POSTING AND DISTRIBUTION OF INFORMATION

*Replaced "Exhibits, Displays, & Distribution of Free Materials" Originally adopted by
The Orange Public Library Board of Trustees on June 26, 2006
Revised and/or Adopted: 12/13/2010; 7/20/2015; 3/7/2019; 12/20/2019; 8/17/2026*

The Orange Public Library strives to provide the community with valuable and resourceful information by providing a designated space ~~inside the Library~~ for posting ~~and distributing~~ materials.

Priority in posting goes to the Orange Public Library and the city of Orange.

~~The Orange Public Library does not promote for-profit businesses, groups, organizations, and/or individuals. Examples of items not permitted include advertisements for services provided (whether for a fee or for free), flyers on lost pets, missing persons, items for sale/rent, roommate requests, or any other similar requests or advertisements.~~ The Library bulletin board is a limited forum for community information. The Library may limit postings to the categories identified in this policy. Acceptance of a posting does not constitute endorsement by the Library or the City.

Items acceptable for submission (if space is available) include:

1. FREE programs and events that take place in the city of Orange and do not promote a for-profit business.
2. Non-profit events that take place in the city of Orange and do not promote a for-profit business.
3. Local/State Government information, including job flyers.
4. Items of an educational nature that do not promote a for-profit business.

Materials placed in the Library without permission will be removed and recycled.

Materials ~~for posting or distribution~~ shall not be larger than 8.5" x 11" (standard paper size).

Library staff has the authority to deny/accept material based on these guidelines; however, the Library Director and/or appointed designee has the final approval. In most cases, the appointed designee will be the Executive Assistant for the Orange Public Library.

Requests to post or distribute materials outside of the Library

Posting material ~~outside of the Library~~ on the Library buildings and adjacent structures, fixtures, signs, landscaping, or other City property is not permitted.

Individuals and groups, ~~organizations and/or businesses~~ wishing to distribute materials outside of the Library may do so ~~with the library's permission~~ provided that such activities do not interfere with Library operations, pedestrian access, or ADA accessibility requirements. Areas reserved for a Library or City-sponsored event may be unavailable during the reserved time and use. Individuals and groups seeking to use an area reserved for a Library or City event shall coordinate with the Executive Assistant regarding availability of that reserved area. ~~All requests shall be made through the Executive Assistant of the Orange Public Library has not been permitted for a Library event. Permission to set up does not constitute the library's endorsement.~~ Distribution of

materials outside the Library does not constitute Library or City endorsement of any message, organization, event, or activity. ~~If permitted, the~~ Individuals and groups shall not infringe or hinder the public's entrance to the Library and must ensure ADA compliance. The Library ~~does~~ shall not assist with set up nor provide use of materials or equipment, including tables and chairs.

Individuals and groups distributing materials outside of the Library may not:

1. Block or impede entrances, exits, walkways, drive aisles, or ADA access routes.
2. Interfere with Library operations, programs, or patron access to Library facilities.
3. Attach materials to Library buildings, adjacent structures, fixtures, signs, landscaping, or other City property.
4. Use amplified sound that disrupts Library operations.
5. Represent that their activities are sponsored, approved, or endorsed by the Library or the City.

Individuals and groups may not distribute or set up inside of the Library.