



AGENDA REPORT

Library and Community Service

DATE:	April 21, 2026
TO:	Mayor Martinez and Members of the City Council
FROM:	LaShonda White, Deputy City Manager of Community Services Kate Eppler, Deputy Director of Community Services-Library Christopher Larsen, Library Services Manager Meishi Ramos, Head of Reference
Subject:	California State Library – Lunch at the Library Grant
FINANCIAL IMPACT:	The proposed \$9,000 expenditure is funded by the California State Library – Lunch at the Library grant. The budget for the Library Services Department will be increased by \$9,000, and the Library grant revenue account will be increased by \$9,000. There is no net change to the budget.
PREVIOUS COUNCIL ACTION:	None.
STATEMENT OF THE ISSUE:	The California State Library has awarded Richmond Public Library \$9,000 as part of its Lunch at the Library grant program. Richmond Public Library plans to use the funds to bring books and enrichment to existing summer lunch sites in Richmond.

RECOMMENDED ACTION:	ACCEPT \$9,000 in California State Library grant funding and APPROPRIATE the funds into the Library’s Fiscal Year 2025-2026 operating budget; and AUTHORIZE the city manager or their designee, to execute grant agreements and certify grant reports - Community Services Department (Christopher Larsen 510-620-5524/Kate Eppler 510-620-5452).
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DISCUSSION:

Lunch at the Library is a long-running grant program of the California State Library that supports public libraries providing summer meals at their library and library services at summer meal sites in the community. Grants are non-competitive and award amounts depend on available funding and the number of libraries applying. The Richmond Public Library has received summer Lunch at the Library funding in the prior years, most recently to provide books and programming at non-Library community meal sites.

The Richmond Public Library applied for 2026 Lunch at the Library funding in November 2025 and was awarded \$9,000 to support Library visits to community meal sites and distribution of giveaway books to support the creation of home libraries. Library staff will create library cards and provide information about library programs, including the Summer Reading Program. All grant funds will be used for the purchase of books for distribution. Purchased books will be in English, Spanish, and other community languages as available.

Upon acceptance of this grant, the California State Library will distribute the awarded grant funds to the City and the Library will begin purchasing books for distribution. Visits to community meal sites and distribution of books is anticipated to begin by the second week of June 2026.

SYNERGISTIC POLICIES:

The Lunch at the Library program aligns with multiple City of Richmond policies and priorities, including the General Plan’s goals for community health and equity, the Children & Youth Master Plan’s focus on out-of-school enrichment and literacy, and the City’s commitment to racial equity and inclusive service delivery. By integrating literacy services with summer meal sites, the program supports food security efforts while expanding access to educational resources, particularly for underserved and multilingual communities. This initiative also advances the Richmond Public Library’s strategic priorities related to outreach and equitable access to services.

DOCUMENTS ATTACHED:

- Attachment 1 – Resolution
- Attachment 2 – Lunch at the Library Memo – October 23, 2025

Attachment 3 – Letter from Greg Lucas, California State Librarian – February 10, 2026
Attachment 4 – Lunch At the Library Program, Financial Certification
Attachment 5 – CA State Library Award Agreement & Certificate