



City of Arts & Innovation

BOARD OF LIBRARY TRUSTEES MEETING MINUTES

MONDAY, MAY 13, 2024, 5 P.M.
PUBLIC COMMENT IN PERSON/TELEPHONE
ART PICK COUNCIL CHAMBER
3900 MAIN STREET, RIVERSIDE, CA 92522

PRESENT: Gill, Corales, Steinbrick, Ivy Falsetti, Smith and Acuna
ABSENT:
STAFF PRESENT: Erin Christmas, Jessica Herdina and George Guzman

The Board of Library Trustees meeting convened at 5:00 p.m.

Public Comment

There were no public comments received.

Consent Calendar

- Item 2 Minutes**
- Item 3 Approval of Trust Fund Expenditures**
- Item 4 Approval of Gift Fund Donations**
- Item 5 Incident Reports**
- Item 6 Record excused Trustee Falsetti absence from the May 13, 2024, regular meeting**

All matters listed under the consent calendar are considered routine by department staff and may be enacted by the Library Board of Trustees by one motion.

Motion: Ivy
Second: Steinbrick
Ayes: Unanimous

Discussion and Action Calendar

- Item 7 Update on the Proposed Preliminary Budget for Fiscal Year 2024-2026**
Erin Christmas, Library Director, provided an update on the Library's proposed preliminary budget for Fiscal Year 2024-2026. Moving forward with 7 additional FTE for the Library and one time funding of \$500,000 for books and materials for FY2024/25 and FY2025/26. The additional positions are permanent and include a Senior Librarian, two Librarians, Library Digital Systems Specialist, five part-time benefited Library Assistants, a full time Web Designer Marketing position which is a 50/50 shared position with the Museum.

The Senior Librarian will be responsible for Collection Development and includes a budget of \$900,000 for collection development. The two Librarians will be assigned to community outreach K-12 schools, and the other will work with Colleges, Universities, and other non-profit organizations. The Library Digital Systems Specialist will support Technicians and Business Systems Analyst throughout the Library System. The Library Assistants will provide assistance at outreach events and cover desk hours.

Budget Council Meeting workshop May 21, 2024, at 1 p.m. and approval of the budget on June 25, 2024.

There was no action taken.

Item 8 Receive recurring update on the new SPC Jesus S. Duran Eastside Library

Erin Christmas, Library Director, provided a recurring update on the new SPC Jesus S. Duran Eastside Library. On track for 2025 first quarter groundbreaking is anticipated. Construction documents in process for possible bid in Summer 2024

There was no action taken.

Item 9 Report on the Library's Audiovisual Collections

Jessica Herdina, Assistant Library Director, gave a report on the audiovisual collections at the Riverside Public Library.

With the decline in the production of physical DVDs and CDs, the decrease in the availability of devices on which to play these media, and the popularity of streaming media, most libraries have shifted to providing streaming options to their customers.

In response to increased demand for free streaming media and a decline in demand for physical audiovisual media, the Riverside Public Library has gone through the process of evaluating its audiovisual collection. The Materials Selection Policy I-B-07 approved by the Board of Library Trustees on February 13, 2021, to establish policies governing the scope and content of the Library's collection and responsibility for selection and withdrawal of materials from the collection. Using the guidelines set forth in the Materials Selection Policy I-B-07 the Library has determined that 50-75% of physical DVDs, music CDs, and audiobooks no longer fit the criteria for inclusion in the collection. Items included on these lists no longer meet popular interest/demand or do not have permanent value, have not circulated in three (3) or more years, are damaged, or no longer contain accurate information. In following the Materials Selection Policy and the Policy and Procedure for Disposal of Withdrawn Library Materials VII-E-05 the Library will be withdrawing these items from the collection and offering them to the Friends of the Riverside Library for possible fundraising activities.

To address these changes in how customers consume audiovisual content, the Riverside Public Library provides access to digital services cloudLibrary and Hoopla. cloudLibrary offers access to 84,000 digital audiobooks and 189,000 eBooks. Hoopla offers streaming access to over 141,000 audiobooks, movies, television shows, and music albums, in addition to eBooks and graphic novels.

The total audiovisual items to be withdrawn are 9,000 leaving 14,000 items in the collection for circulation. Going forward, the library will no longer have a budget line item for audiovisual items.

The Library is also in the process of adding Kanopy, which offers over 32,000 streaming television and movie titles, and Libby, which will provide access to over 100,000 eBook and eAudiobook titles, in addition to any titles the Library purchases. Both new platforms are expected to be available to the community by fall 2024.

There was no action taken.

Item 10 Annual Serving with a Purpose Conference

Erin Christmas, Library Director, updated the Board on the annual Serving with a Purpose Conference scheduled for May 22, 2024, at the Ontario Convention Center, Ontario, CA. Library staff, the Board of Library Trustees, Library Foundation and Friends of the Library have attended this event, which provides programs, and a forum for discussion on issues directly related to supporting public library services. The 2024 theme is Fundraising and Advocacy: Our Call to Action.

Trustees Corales, Smith and Steinbrick, Friends of the Library, and Library will participate in the popular breakout sessions. Library Director Christmas will be attending as part of the Planning Committee.

There was no action taken.

Board and Directors Communication

Item 11 Brief reports on conferences, seminars, and meetings attended by Board Members.

There were no reports from Board Members.

Item 12 Brief reports on conferences, seminars, and meetings attended by Library Director.

1. City Council meeting on May 21 for Budget Workshop
2. Summer Reading Program begins June 1
3. Lunch at the Library Program Launch Hosted at Eastside and Main Library

Item 13 Items for future Board of Library Trustees consideration as requested by the Board Members. Only items that fall with the powers and duties of the Board of Library Trustees as set forth in the City Charter and/or the Riverside Municipal Code will be agendized for future discussion.

1. Ivy – City Reads update for June or July
2. Acuna – Crosswalk in front of the library; security EZ up more permanent structure; and tool check out program in partnership with Leadership Riverside

President Gill adjourned the meeting at 5:22 p.m.

Respectfully submitted,

Jaye Steinbrick
Board Secretary