



City of Arts & Innovation

BOARD OF LIBRARY TRUSTEES MEETING MINUTES

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

PRESENT: Gill, Corales, Steinbrick, Falsetti, Ivy and Acuna
ABSENT: Smith
STAFF PRESENT: Jessica Herdina and Angela Henson

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

Public Comment

Item 1 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 Ivy Absence from the December 9 meeting**

Motion: Steinbrick
Second: Falsetti
Abstain: None
Ayes: Gill, Corales, Steinbrick, Falsetti, Ivy and Acuna

Discussion and Action Calendar

- Item 7 Annual Designation of Nominating Committee and Election of Officers for President, Vice-President and Secretary for a one-year Term Beginning March 1, 2025**

Jessica Herdina, Assistant Library Director, provided a report to designate a Nominating Committee and authorize the Nominating Committee to bring to the full board a proposed slate of officers for President, Vice President and Secretary and to conduct the election of officers as required by the City Charter Section 804 and By Laws of the Board of Library Trustees Section 5(h).

The staff recommendations for the Board of Library Trustees included; 1) Designate a Nominating Committee; 2) Authorize the Nominating Committee to a) meet separately at another date and time to determine a proposed slate

of officers to present to the full board, or b) meet at this meeting separately for 10 minutes to determine a proposed slate of officers to present to the full board; and 3) Conduct the election of officers for President, Vice-President and Secretary a) at this meeting, or b) at the February 10th meeting.

President Gill invited members to discuss appointing a nominating committee. Following discussion, Trustees Steinbrick and Ivy volunteered to serve on nominating committee and requested to meet separately at this meeting for 10 minutes to determine the proposed slate of officers to the full board.

President Gill paused the meeting at 5:07 for the Nominating Committee to convene separately.

The meeting was reconvened by President Gill at 5:14 p.m. with all members present.

The Nominating Committee (Steinbrick and Ivy) presented to the full Board for consideration the following officers: Corales for President, Steinbrick for Vice President, and Ivy for Secretary effective March 1, 2025.

President Gill opened the slated proposal of officers to the full board for full discussion with no comments from the Board.

Trustee Falsetti made a motion to approve the Nominating Committee's slated proposal of officers, and the motion was seconded by Trustee Acuna with the motion passing unanimously by Gill, Corales, Steinbrick, Falsetti, Ivy and Acuna.

Motion: Falsetti

Secon: Acuna

Ayes: Gill, Corales, Steinbrick, Falsetti, Ivy and Acuna

Item 8 Library 101 Presentation

Jessica Herdina, Assistant Library Director, provided a Library 101 Presentation. The presentation included mission and vision of the library. It discussed the various support groups such as the Riverside Public Library Foundation and the Friends of the Library that provide funding of \$496,999 that supplement programs, materials, and services to benefit the public use of the Riverside Public Library system.

The Department purpose is to support the circulation of a collection of over 576,691 items to over 240,781 borrowers as reported in the California State Library

Survey in Fiscal Year 23/24. The Library is comprised of two divisions Administration and Neighborhood Public Services. The eight Neighborhood Public Library Services operate the library locations across the city and provide direct service to all library customers. Administration supports the work of the Neighborhood Public Services division by providing oversight. Overall, the entire department has 74.5 Full Time Equivalent positions.

Resources and programs include but not limited to audio books, eBooks, databases, DVD's, local history, print books, magazines, coding workshops, computer instruction, recording studio, remote book lockers and more.

The Riverside Public Library received 1.6 million visitors, circulated 886,337 items, provided 1,748 programs, over 240,000 card holders/users, and operated approximately 18,368 annual hours.

The library budget is relatively flat over the next two years. Personnel makes up the majority at \$6.57 million or 61% of the total budget Non-Personnel is approximately \$3.39 million dollars each year or 32% of the total budget Debt services remains unchanged at approximately 7% of the budget.

Current Measure Z support for the library as provided in the council approved spending plan is \$2.7 million in debt obligation for the new Main Library and archives and stays consistent for the two years. This debt obligation ends in 2037.

Over the last several years, the budget has stayed relatively consistent and generally flat except for 2019 -2020 as there was additional measure z support for the main library that year.

There was also a decrease in 2020-2021 which can be attributed to the pandemic and the hiring freeze in the department.

Fiscal year 23/24 had moderate increases related to standard increases in costs. Fiscal Year 24/25 had increases in personnel by adding 6.5 Full Time Equivalent for a total 74.5 FTE.

Trustee Falsetti inquired if there was an increase in library users since the launch of the Libby app and

Trustee Steinbrick asked for a breakdown of library users that come into the library versus virtual users.

There was no action taken.

Item 9 Receive Recurring Update on the New SPC Jesus S. Duran Eastside Library

Jessica Herdina, Assistant Library Director, provided an update on the new SPC Jesus S. Duran Eastside Library. Currently in the plan check phase with City Planning and anticipate going out to bid the 1st quarter or early 2nd quarter of this year. The focus right now is the three-makerspace furniture design style options that will be provided to the community to have an opportunity in how the space will look. The design style options from Canon Design firm are wood shop, industrial or technology. Large poster boards are located at the current SPC Jesus S. Duran Eastside Library where the community can vote on the different designs. Additionally, the Library Director and Assistant Library Director will attend public community meetings to present the design style options. Once the votes are tallied the results will be sent to Canon Design team and move forward with the design selected by the community.

Trustee Steinbrick inquired if the plan check process was completed and

Trustee Acuna requested translators and bilingual materials for the community participating in the design style options.

There was no action taken.

Board and Directors Communication

Item 10 Brief reports on conferences, seminars, and meetings attended by Board Members.

There were no comments from the Board.

Item 11 Brief reports on conferences, seminars, and meetings attended by Library Director.

Jessica Herdina, Assistant Library Director, highlighted two programs: installation of seven (7) book lockers at Main, Bordwell Park, Marcy Library, Orange Terrace Library Park, Renck, La Sierra Senior Center and Arlanza Community Center with official ribbon cutting early February; and Riverside Reads launch "Boys of Riverside" with free books available in late January or early February and author talk, in partnership with California School for the Deaf on March 15 at the La Sierra Senior Center, with ASL translators.

Item 12 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.

Trustee Steinbrick requested an update on recruitment.

President Gill adjourned the meeting at 5:32 p.m.
Respectfully submitted,

Jaye Steinbrick
Board Secretary