

**RIVERSIDE PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

Minutes of: Board of Library Trustees
Date of Meeting: September 23, 2019
Time of Meeting: 5:00 p.m.
Meeting Location: SSGT Salvador J. Lara Casa Blanca Library

Present: Jose Alcala - President
Teresa Seipel – Secretary
Michael Yonezawa
Dwight Tate
Patricia House
Linda Manzo
Tom Evans

Staff: Erin Christmas, Library Director
Angela Henson, Sr. Management Analyst

Absent: Donna Goldware – Vice President

CALL TO ORDER

The meeting was called to order at 5:05 p.m. by President Alcala.

Item 1 Public Comment

There were no public comments.

Item 2 Approve August 26, 2019, Board of Library Trustees meeting minutes

The minutes of the Board of Library Trustees meeting of August 26, 2019, were approved as presented.

Motion: Evans
Second: House
Ayes: Unanimous

CONSENT CALENDAR

Item 3 Approval of Trust Fund Expenditures

Item 4 Formal Acceptance of Gift Fund Donations

Items 3 and 4 were approved.

Motion: Yonezawa
Second: Seipel
Ayes: Unanimous

Item 5 Incident Report

Following discussion, the incident report was approved.

Motion: Evans
Second: Manzo
Ayes: Unanimous

DISCUSSION AND ACTION CALENDAR

Item 6 Accept Book Donations from Inlandia Institute

Cati Porter, Executive Director of Inlandia Institute, donated various poetry books for the Riverside Public Library's collection. The Board of Library Trustees accepted the donation and requested that a special notice and display of the donation should coincide with National Poetry month in April 2020.

Motion: Evans
Second: House
Ayes: Unanimous

Item 7 Recurring Update of the New Main Library Project

Library Director Christmas provided an update on the construction of the new main library. The project is on schedule and anticipated completion is August 2020. Staff will be meeting with City Management on the interior furnishings.

No action taken.

Item 8 Recurring Update of the Specialist Jesus S. Duran Eastside Library Site Selection

Library Director Christmas reported that the City Council approved the five (5) year lease for 4033-C Chicago Ave., Riverside, CA 92507, on September 17, 2019. The Request for Proposals (RFP) for an architectural firm to provide Phase 1 architectural design services is October 30, 2019. The Board of Library Trustees requested to be part of the RFP selection process.

No action taken.

Item 9 Determine Whether Trustee Goldware's Absence from the Board of Library Trustees Meeting on August 26, 2019, Should be Recorded as an Excused or Unexcused Absence

The absence was recorded as excused.

Motion: Yonezawa
Second: Seipel
Ayes: Unanimous

BOARD OF DIRECTORS COMMUNICATION

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

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

The Riverside Public Library will participate in the Harwood Public Innovators Workshops for Public Libraries in November 2019.

Item 12 Items for future Board of Library Trustees consideration as requested by Board members

Comparison of staffing levels and budget as it pertains to the FY2020-2022 budget cycle.

Adjournment

Meeting Adjourned at 5:25 p.m.
Submitted by: Angela Henson



Board of Library Trustee

