



City of Arts & Innovation

BOARD OF LIBRARY TRUSTEES MEETING MINUTES

MONDAY, JUNE 08, 2026, 5 P.M.
PUBLIC COMMENT IN PERSON/TELEPHONE
ART PICK COUNCIL CHAMBER
3900 MAIN STREET, RIVERSIDE, CA 92522

PRESENT: Razzouk, Acuna, Smith, Ivy, and Corales.
ABSENT: Jessica Rojas, Jaye Steinbrick, Norman Ellstrand, and Deion Samuels
STAFF PRESENT: Erin Christmas and Jessica Herdina

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 Brown Act Training – Presentation by Deputy City Attorney, Tarren Torres.

Tarren Torres, Deputy City Attorney, delivered a presentation on the Brown Act Training and recent legislative updates effective July 1, 2026. She reviewed the purpose of the Brown Act, which ensures transparency in government by requiring meetings of legislative bodies to be open to the public and providing opportunities for public participation through public comment.

Tarren Torres, Deputy City Attorney discussed new requirements under SB 707, including mandatory two-way telephonic or audiovisual public access for eligible meetings, updated procedures for handling meeting disruptions, enhanced accessibility and language access provisions, and revised remote participation rules for Board members. She also reviewed restrictions on serial meetings and electronic communications, emphasizing the importance of avoiding discussions that could lead to a collective concurrence outside of a publicly noticed meeting.

The presentation included a review of public comment rights, agenda requirements, and permissible exceptions for matters not listed on an agenda. Tarren Torres, Deputy City Attorney, further outlined the Board's responsibilities under the City's Sunshine Ordinance, including requirements for the timely public posting of agendas, reports and presentation materials.

Board members received guidance regarding permissible communications with City staff, the use of social media, and new procedures governing remote attendance and participation.

- Item 3 Minutes**
- Item 4 Approval of Trust Fund Expenditures**
- Item 5 Approval of Gift Fund Donations**
- Item 6 Summary of Incident Reports**
- Item 7 Record Excused Trustee Ivy, Trustee Rojas, and Trustee Samuels Absence from the May 11 meeting**

Motion: Smith
Second: Acuna
Abstain: None
Ayes: Razzouk, Acuna, Smith, Ivy, Corales.

Discussion and Action Calendar

Item 8 Code of Ethics and Conduct Annual Review – Presentation by City Clerk Donesia Gause

Donesia Gause, City Clerk, delivered a presentation on the annual review of the Code of Ethics and Conduct, as required by Riverside Municipal Code Section 2.78.110. The purpose of this review is to evaluate whether the code continues to effectively promote ethical conduct, accountability, transparency, and public trust in local government. She noted that public officials are expected to comply with the Code and strive to uphold its standards in carrying their responsibilities.

Donesia Gause, City Clerk, discussed requirements applicable to public officials, including ethics training, and compliance expectation. She also reviewed recent amendments to the Code, including updates related to ethics, complaints, digital communications, and standards of conduct for public officials.

The presentation included an overview of the complaint, hearing, appeal, and enforcement processes administered by the Board of Ethics, as well as the annual review process through which boards and commissions evaluate the effectiveness of the Code and provide recommendations for consideration.

The Board discussed the effectiveness of the Code of Ethics and Conduct and had no recommendations for amendments at this time.

There was no action taken.

Board and Directors Communication

Item 9 Brief reports on Conferences, Seminars, and Meetings attended by Board Members

No comments from Trustees

Item 10 Brief reports on conferences, seminars, and meetings attended by Library Director

Erin Christmas, Library Director, provided an update on the 2026 Summer Reading Program Guide, a new promotional resource distributed to families upon enrollment in the Summer Reading Program. She noted that the guide highlights library programs and activities scheduled from May 30 through July 31, including performers, special activities, and the Lunch at the Library Program. She also shared that the guide includes a participant survey designed to gather feedback from the community.

Erin Christmas, Library Director also reported that vertical construction of the Durna Eastside Library is scheduled to begin on Thursday. She noted that the project is on schedule and is progressing well.

Item 11 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 agendaized for future discussion.

No requests from Trustees.

Vice President Ivy adjourned the meeting at 5:35 p.m.

Respectfully submitted,



Jorge Rocha
Principal Management Analyst