



City of Arts & Innovation

## BOARD OF LIBRARY TRUSTEES MEETING MINUTES

MONDAY, APRIL 8, 2024, 5 P.M.  
PUBLIC COMMENT IN PERSON/TELEPHONE  
ART PICK COUNCIL CHAMBER  
3900 MAIN STREET, RIVERSIDE, CA 92522

---

PRESENT: Gill, Corales, Steinbrick, Ivy and Acuna  
ABSENT: Falsetti and Smith  
STAFF PRESENT: Erin Christmas, Angela Henson, Kristie Thomas, George Guzman

The Board of Library Trustees meeting convened at 5:01 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 Smith absence from the April 8, 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: Steinbrick  
Second: Ivy  
Ayes: Unanimous

### **Discussion and Action Calendar**

#### **Item 7 Proposed Preliminary Budget for Fiscal Year 2024-2026**

Erin Christmas, Library Director, provided a presentation on the Library's proposed preliminary budget for Fiscal Year 2024-2026.

Following the presentation there was discussion from the Trustees that included the following:

1. Trustee Steinbrick inquired about library staff that oversee the public computers. Erin Christmas stated that 10 Library Technicians work is supervised by a Business System Support Analyst. The Library Technicians maintain and manage the public front facing technology such Cenic, laptop kiosks, online databases, etc.

2. Trustee Steinbrick asked if there was a dedicated Digital Librarian. Erin Christmas responded that there wasn't a dedicated Digital Librarian and hopeful for future funding for this position.
3. Trustee Ivy inquired about where Riverside was in the median and what other libraries were in comparison. Erin Christmas stated that the market basket of libraries included Long Beach, Pasadena, etc. Additionally, the Riverside Public Library currently has 68 Full-Time Equivalent, and an additional 28 FTE would bring the Riverside Public Library to the median in the categories for benchmark cities in their libraries. Lastly, the Library, City administration and management have ongoing conversations in looking for a reasonable way to move forward for supplemental changes in the proposed budget and over several budget cycles.

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. Currently, making good progress on design services. This week there is a meeting with Parks to discuss security fencing and security guards. Looking ahead to selecting the carpet and other finishes for the building. Trustee Steinbrick inquired if security cameras were included. Erin Christmas stated that there will be approximately 20 cameras situated at the location.

There was no action taken.

**Item 9 National Library Week April 7-13**

Erin Christmas, Library Director, informed the Trustees that National Library Week is from April 7-13. National Library Week is a week-long celebration highlighting the importance of libraries in encouraging people to read. The theme is Ready, Set, Library! Race to discover the possibilities at your local library. Libraries give us a green light to something truly special: a place to connect with others, learn new skills, and focus on what matters most through the library's author talks, workshops, and book clubs. Customers may enjoy the scenic route through the stacks to find their new favorite story. Or take a virtual detour and see all the resources the library offers online.

No matter where customers find themselves on the roadmap through life's journey—preparing for a new career, launching a business, or raising a family—the library provides an inclusive and supportive community where everyone belongs.

Get ready to explore, become inspired, and connect with your library this National Library Week. Libraries are there for you, all the way to the finish line.

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 items reported.

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

Updates included:

1. Participating in the monthly California Library Association Finance Committee
2. Planning Committee for the California Public Library Director Forum in October 2024
3. Eight staff to attend American Library Association Conference in San Diego

**Item 15 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.**

There were no items requested.

President Gill adjourned the meeting at 5:24 p.m.

Respectfully submitted,

---

Jaye Steinbrick  
Board Secretary