

**RIVERSIDE PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

Minutes of: Board of Library Trustees

Date of Meeting: December 13, 2021

Time of Meeting: 5:00 p.m.

Meeting Location: Art Pick Council Chambers, In-person and Virtual

Present: Donna Goldware– President
Teresa Seipel - Vice President
Dwight Tate
Harminder Gill
Aaron Peters
Jenna Pontious
Bianca Corales

Staff: Erin Christmas, Library Director
George Guzman, Administrative Services Manager
Angela Henson, Sr. Management Analyst
Carl Carey, General Services Director
Pamela Galera, Parks and Recreation Director

Other: Michael Hoffman, CannonDesign
Brandon Dekker, CannonDesign
Kian Manoochehri Farr, CannonDesign

CALL TO ORDER

The meeting was called to order at 5:00 p.m. by President Goldware and proceeded with the pledge of allegiance.

Item 1 Public Comment

There were no e-comments or public comments.

Item 2 Approve November 8, 2021, Board of Library Trustees meeting minutes

The minutes of the Board of Library Trustees meeting of November 8, 2021, were approved as presented.

Motion: Peters

Second: Tate

Ayes: Goldware, Seipel, Tate, Pontious, Peters, and Gill

CONSENT CALENDAR

Item 3 Approval of Trust Fund Expenditures

Item 4 Formal Acceptance of Gift Fund Donations

Item 5 Incident Report**Item 6 Determine whether Trustee Seipel's absence from the Board of Library Trustees meeting on November 8, 2021, should be recorded as an excused absence.**

Consent items 3 through 6:

Motion: Tate

Second: Peters

Ayes: Goldware, Seipel, Tate, Pontious, Peters, Gill and Corales

Abstain: Trustee Seipel abstained from Item 6

DISCUSSION AND ACTION CALENDAR**Item 7 Architectural Design Services by Cannon Design for Phase 1 Preliminary Design Studies for the new City of Riverside SPC Jesus S. Duran Eastside Library – 2060 University Avenue**

Erin Christmas, Library Director, introduced Michael Hoffman of CannonDesign to provide a presentation of three possible architectural design concepts for the new City of Riverside SPC Jesus S. Duran Eastside Library.

Following discussion, the Board of Library Trustees provided feedback on the following: surveys on how people get to the library, parking spaces, flexibility of the spaces, shaded spaces during inclement weather, durability of the building with adjacent recreational fields, parks programming in the facility that will be removed and community engagement; and amphitheater style for programs, and signage.

Carl Carey, General Services Director, indicated that parking spaces are enough for the square feet of the buildings. Parking on 11th Street is situated behind the park are rarely used and it is possible to engage that lot with more lighting or security. There are 20 parking spaces gained with the design concepts than currently provided.

Erin Christmas, Library Director, indicated that parks programming would be redirected to other Park's facilities.

The following is a tentative community engagement timeline:

On February 9, 2022, community engagement is scheduled for the Park and Recreation Commission on the three concepts presented by CannonDesign.

Host two public meetings January 2022-March 2022 for community engagement and return to the Board of Library Trustees on April 11, 2022.

No action taken.

Item 8 America Rescue Plan Act Grant Funding in the amount of \$1,530,000 for Library Projects

Erin Christmas, Library Director, provided an informational report on the funding for library projects through the America Rescue Plan Act grant. The following projects were approved for total funding of \$1,530,000.

1. Safe @ Your Library \$185,000

Includes a host of mitigation efforts to reduce spread of COVID-19 and other illness, ability to limit access to materials that may have potential hazards, safer drinking fountains for community members at library and enhanced security and safety through clean exteriors and interiors of each library location. Modifications include the addition of lockable book drops, water bottle filling stations, sanitizing kits for families, and an app-based circulation feature for the community to use to checkout materials with their own digital devices.

2. Sparking Knowledge Retention \$500,000

The retention program will provide new and continued access to resources to help those 0-12 who have experienced loss in literacy/early learning/academic skills due to COVID-19. Opportunities will be offered on site at all eight library locations, via a new Library to You outreach vehicle, and virtually through digital resources. Funds will pay for: early learning tablets, HelpNow! online tutoring, story time and phonics kits for checkout, Science, Technology, Engineering, and Math (STEM) related toys and coding kits for checkout, book giveaways, an additional virtual learning resource, and new outreach van. Success would be increased school readiness skills for children 0-5, increased school achievement for children 5-12. Program usage will be measured by number of customer checkouts, number of visitors to outreach van, and number of virtual resource sessions.

3. Your Library in Your Neighborhood \$345,000

This community focused program will make library services more accessible to each resident and ensure a contact-less pickup of materials through installation of six book lockers positioned at various locations throughout Riverside at Parks, Community/Senior Centers, select library locations, and other strategic locations. Customers will be able to request library books to be picked up at any of the lockers throughout the City, staff will deliver the items, and once notified customers will be able to pick up their items at their convenience, without having staff interaction. This will increase access to the Library in a safe way that limits the spread of COVID-19 or other illness.

4. Career Connection Program \$500,000

Focused on the workforce, this program will fund eight Career Hubs in all library locations that encourage workforce development, job seeking, and skill building for those that are transitioning employment opportunities due to COVID-19. These will be mindful of the emergence of remote workers and the need for space that is comfortable to work. Expanding on successful areas already funded through CARES Act; funds will pay for: Laptop kiosks at six locations with minimal furniture needs, free printing for all customers, 3D printers, monthly workshops in Spanish, ASL and English, and books/e-resources. The footprint of the Career Connection is two-fold, these spaces will provide increased employment opportunities and success in finding work for community members who lost work during COVID-19 or need to transition to new employment. Secondly, the Career Connection program will provide a serene location for those needing to work remotely which allows them to achieve work related goals. Success will be measured by number of computer sessions, attendance at classes, usage of the space, etc.

Library supervisors have been divided into pairs with each group leading one of the four specific projects. Supervisors will be supported by Library Administration in purchasing of items, implementation of programs, tracking of expenditures and results, and ensuring longtime success of these projects.

The second allocation of funds will be considered by City Council in calendar year 2022.

No action taken.

- Item 9 California Humanities Relief Grant of \$20,000 for digitization of Press Enterprise, fiver offerings of youth poetry series, four virtual adult humanities classes, storytelling programs, and adult, children and young adult poetry collections**
- Erin Christmas, Library Director, provided an informational report on the California Humanities Relief Grant award fo \$20,000 for digitization of Press Enterprise, Five offerings of a youth poetry series, four virtual adult humanities clases, storytelling progmmas, adult poetry colleciton children's poetry collection and young adult poetry collections. All items meet the project guidelines for the grant. On November 16, 2021, the City Council approved the acceptance of the grant funding with five affirmative votes.

No action taken.

BOARD OF 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

There were no items reported.

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

Adjournment

Meeting Adjourned at 5:55 p.m.

Submitted by: Angela Henson

Board of Library Trustee