

**RIVERSIDE PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES**

Minutes of: Board of Library Trustees  
Date of Meeting: June 13, 2022  
Time of Meeting: 5:00 p.m.  
Meeting Location: Council Chambers / Virtual

Present: Teresa Seipel– President  
Harmander Gill - Secretary  
Donna Goldware  
Bianca Corales  
Dwight Tate

Absent: Aaron Peters - Vice President  
Jenna Pontious

Staff: Erin Christmas, Library Director  
George Guzman, Administrative Services Manager  
Angela Henson, Sr. Management Analyst

**CALL TO ORDER**

The meeting was called to order at 5:09 p.m. by President Seipel and proceeded with the pledge of allegiance.

**Item 1 Public Comment**

There were no public comments.

**CONSENT CALENDAR**

**Item 2 Approve April 11, 2022, Board of Library Trustees meeting minutes**

**Item 3 Approval of Trust Fund Expenditures**

**Item 4 Formal Acceptance of Gift Fund Donations**

**Item 5 Incident Report**

Consent items 2, 3, 4, and 5 were approved as presented.

Motion: Tate  
Second: Corales  
Ayes: Unanimous

**DISCUSSION AND ACTION CALENDAR**

**Item 6 Update of the Fiscal Year 2022-2024 Preliminary Budget**

Erin Christmas, Library Director, provided an update on the preliminary budget for Fiscal Year 2022-2024. Security guard services for library locations would be funded from carryover funding from FY2021-2022 to FY2022-2023 and is sufficient funding for security guard services. The library will identify funding in the library operating budget for window washing at Main library.

There was no action taken.

**Item 7 Determine whether the absence of Trustee Tate from the April 11, 2022, meeting should be excused or unexcused.**

Trustees recommended that Trustee Tate's absence from the April 11, 2022, meeting should be excused.

Motion: Goldware  
Second: Gill  
Ayes: Unanimous

**Item 8 Annual Review of the Code of Conduct**

Prior to the end of July of each year, the boards and commissions shall agendaize and discuss at a regular meeting the Code of Ethics and Conduct and submit to the Board of Ethics any recommendations for the Board's consideration.

Prior to the end of August of each year, the Board of Ethics shall agendaize and discuss at a regular meeting the effectiveness of this Code of Ethics and Conduct, recommendations of the other boards and commissions, and submit to the Inclusiveness, Community Engagement, and Governmental Processes Committee its recommendations.

The Board of Library Trustees did not have any recommendations for the Board of Ethics consideration and no further action was taken.

**BOARD OF DIRECTORS COMMUNICATION**

**Item 9 Brief reports on conferences, seminars and meetings attended by Board Members**

Trustees Tate, Seipel and Pontious attended Serving with a Purpose. Trustees Tate, Seipel, Gill and Corales attended the Boards and Commission Reception.

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

Erin Christmas, Library Director, did not attend Serving with a Purpose but did serve on the committee. Summer Reading Program themed, "Read Beyond

the Beaten Path” for in -person programs. The California State Library Lunch at the Library is underway.

**Item 11 Items for future Board of Library Trustees consideration as requested by Board Members**

Trustee Seipel requested introduction of new Officers for the Friends of the Library and the Riverside Public Library Foundation and a one-year update on activities.

**Adjournment**

Meeting Adjourned at 5:33 p.m.

Submitted by: Angela Henson

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Board of Library Trustee