**RIVERSIDE PUBLIC LIBRARY**
**BOARD OF LIBRARY TRUSTEES**

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| Minutes of: | Board of Library Trustees |
| Date of Meeting: | November 14, 2022 |
| Time of Meeting: | 5:00 p.m. |
| Meeting Location: | Council Chambers / Virtual |
| Present: | Teresa Seipel– President<br>Harminder Gill - Secretary<br>Aaron Peters - Vice President<br>Donna Goldware<br>Bianca Corales<br>Dwight Tate<br>Jenna Pontious<br>Donna Goldware<br>Krista Ivy<br>Jaye Steinbrick |
| Staff: | Erin Christmas, Library Director<br>Jessica Herdina, Assistant Library Director<br>Angela Henson, Sr. Management Analyst |

CALL TO ORDER
The meeting was called to order at 5:08 p.m. by President Seipel and proceeded with the pledge of allegiance.

**Item 1 Introduction of appointed Board of Library Trustee Members**

Jaye Steinbrick for Ward 3 and Krista Ivy for Ward 2 were introduced.

**Item 2 Public Comment**
There were no public comments.

CONSENT CALENDAR

**Item 3 Approve September 12, 2022, meeting minutes**

**Item 4 Approval of Trust Fund Expenditures with no Expenditures being reported**

**Item 5 Formal Acceptance of Gift Fund Donations with no Expenditures being reported**

**Item 6 Incident Report for September and October 2022**

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| Motion: | Peters |
| Second: | Steinbrick |
| Ayes: | Unanimous |

DISCUSSION AND ACTION CALENDAR

**Item 7 Update on the Distributions and Settlement from the Family Trust of William M. McGregor, Jr.**

Erin Christmas, Library Director, provided an update on the distributions and settlements from the Family Trust of William M. McGregor, Jr., dated July 16, 1996, for library purposes. The amount of the actual distribution is still unknown. Once the agreement has been signed Bank of America will be contacted for distribution.

No action taken with this update.

**Item 8 Meeting Schedule for 2023**

The Board was presented with the meeting schedule for 2023 with no changes requested. The schedule is as follows:

January 9
February 13
March 13
April 10
May 8
June 12
July 10
August 14
September 11
October 9 – Federal Holiday - No Meeting
November 13
December 11

No action taken.

**Item 9 Donation and Naming Rights Agreement from Selina Cox Bremenstuhl**

Erin Christmas, Library Director, provided an update on the Donation and Naming Rights Agreement for the Children's Stack at the Main Library from Selina Cox Bremenstuhl in the amount of $5,000.

No action taken

**Item 10 Determine whether the absence of Trustee Goldware from the September 12, 2022, Board of Library Trustees Regular meeting should be excused or unexcused**

Staff submitted a report pursuant to the Board/Commission Attendance Policy Resolution No. 23618, Board Members shall make every effort to notify the administrative staff 24 hours prior to any regular meeting of his/her intent not to

attend said meeting. The board is required to express in its official minutes if the absence of the board member is excused or unexcused. Pursuant to the City Charter Section 805 specifies that if a member of a board or commission member is absent from three consecutive regular meetings, unless by permission of the board or commission expressed in its official minutes, the City Council can declare the office vacant.

Trustee Goldware notified Library Administration of the absence at the September 12, 2022, meeting.

Motion: Peters
Second: Tate
Ayes: Unanimous

BOARD OF DIRECTORS COMMUNICATION

**Item 11 Brief reports on conferences, seminars and meetings attended by Board Members**

Trustee Seipel commented on reading program club contest in January. Trustee Peters attended Instructional Coach Conference through Riverside County Office of Education.

**Item 12 Brief reports on conferences, seminars and meetings attended by Library Director**

Director Christmas and Assistant Director Herdina attended Core Forum in Salt Lake City for management and leadership training. Director Christmas is participating on the Serving with a Purpose Planning Committee. Provided updates of upcoming council items for consideration. Director Christmas is attending upcoming community meetings, INSIDE Hunter Park and INSIDE La Sierra. A Festival of Lights inspired program Coco Craft and Carol's will happen at all library locations in December Several staff attended funeral services in Memory of Jennifer Hyde, Librarian, who passed in October.

**Item 13 Items for future Board of Library Trustees consideration as requested by Board Members**

No items requested.

**Adjournment**

Meeting Adjourned at 5:36 p.m.
Submitted by: Angela Henson

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Board of Library Trustee