

**RIVERSIDE PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES**

Minutes of: Meeting of the Board of Library Trustees

Date of Meeting: June 27, 2016

Time of Meeting: 5:00 p.m.

Meeting Location: Main Library  
3581 Mission Inn Avenue  
Riverside, California, 92501

**Present:** Tom Evans – President  
Michael Yonezawa – Vice President  
Arnold Rowe – Secretary  
Erin House  
Linda Ridgway  
Donna Goldware  
Jose Alcala  
Dwight Tate

**Staff:** Tonya Kennon, Library Director  
George Guzman, Administrative Services Manager  
Rebecca Turner, Office Specialist

**CALL TO ORDER**

The meeting was called to order at 5:00 p.m. by President Evans.

**Item 1      Public Comment**  
Barbara Purvis-Upcoming Fundraiser on September 18, 2016

**Item 2      Approval of April 25, 2016 Board Meeting Minutes**

Motion: Alcala  
Second: House  
Ayes: Unanimous

**CONSENT CALENDAR**

**Items 3 & 4   Formal approval of trust fund expenditures, formal acceptance of gift fund donations in the amount of \$1,000 or more.**

Motion: House  
Second: Ridgeway  
Ayes: Unanimous

**Item 5      Incident Report**  
Trustee House asked Director Kennon if the individuals listed on the Incident Report were repeat offenders or a new cast of characters with the same behaviors. Director Kennon informed the Trustees that some of the repeated behaviors are from the same regulars. The constituents in violation of the library codes of conduct are given exclusion notices. Exclusion Notices are preferably delivered to the constituent with two staff members present and are often times refused.

Director Kennon spoke about the Los Angeles Public Library Health Services Training in August that Riverside Public Library staff will have an opportunity to attend. Staff selected to attend the workshop will receive training on how to handle customers battling mental illness.

Motion to accept Incident Report: House  
Second: Yonezawa

Ayes: Unanimous

## DISCUSSION AND ACTION CALENDAR

Director Kennon requests Item 9 be taken out of order.

### **Item 9 Inlandia Book Donation**

Frances Vasquez, President of the Inlandia Institute introduced Barbara Purvis, their newly appointed Secretary, and Cati Porter the Executive Director.

President Frances Vasquez gave a brief history to the Trustees of the Inlandia Institute. In late 2006, the independent nonprofit publisher Heyday released *Inlandia: A Literary Journey* through California's Inland Empire. Soon after, literary professionals and supporters in the region began discussions about the need for ongoing support and promotion of literary endeavors and programming. The Riverside Public Library (RPL) took the lead in those efforts using the term "Inlandia" to brand its cultural programming.

President Vasquez gifted 8 copies of "EMPIRE" by Lewis DeSoto to the Riverside Public Library with donation plates. "EMPIRE" is the latest Heyday/Inlandia publication that retails at \$30.00. Lewis DeSoto was born in San Bernardino and is known for his artistry in photography, sculpture, and now as a writer.

Executive Director Cati Porter took a moment to express her gratitude for the Inlandia's continued partnership with Riverside Public Library. Director Kennon thanked Inlandia for their support during the budget process.

### **Item 6 Main Library Update**

Director Kennon gave an update on the Request for Qualifications (RFQ) issued by the City on June 20, 2016. Submittals are due on July 22, 2016. Currently there is a very lengthy list of interested architectural firms.

Trustee Evans asked Director Kennon if the Board members will participate in the selection process. Director Kennon informed Trustee Evans that a few select Board members may participate with City staff in the selection process. Services from the selected Firm will include leading the public in an open process to determine, together with library management, how to best design a building that will meet our modern needs within the signature piece of architecture.

### **Item 7 Budget Update**

Director Kennon thanked Board members for their participation and support during the budget process. Great support was given to the Library department by City Council, the City Manager and the Assistant City Managers. Director Kennon gave special thanks to Assistant City Manager Alex Nguyen. Budget cuts were taken by public safety to avoid cuts to the library, as a result there will be no closures and no staff furloughs.

Two positions will be added to the Library department, an Assistant Library Director and a Senior Management Analyst. The interview process has completed for the Assistant Library Director. An offer letter was sent out and accepted by Erin Christmas. Assistant Library Director Christmas will start on July 15, 2016. Angela Henson who has been on loan from Assistant City Manager Alex Nguyen will start as the Senior Management Analyst effective July 1, 2016.

### **Item 8 Update on Renaming of Casa Blanca and Eastside Libraries**

On June 14, 2016 the City Council voted unanimously to rename the Eastside Library the "Spc. Jesus S. Duran Eastside Library" in honor of Medal of Honor recipient Jesus S. Duran, and to rename the Casa Blanca library the "PFC Salvador J. Lara Casa Blanca Library" in honor of Medal of Honor recipient

Salvador J. Lara, and to have the City cover all costs associated with changing signage on the buildings. The City Council also directed staff to return with a report allowing Council to consider renaming the plaza area between the Casa Blanca Library and the Riverside Public Utilities (RPU) customer service center in honor of Medal of Honor recipient Salvador J. Lara. The Library department is currently working with RPU and Parks and Recreation regarding ownership of the plaza.

**Item 10 Library Board By Laws Amendment**

On February 27, 2012, the Library Board was presented with internal audit findings that recommended dissolution of the Bank of America Library Board checking account. The checking account contained trust funds from which expenditures were approved. Funds from this account were transferred to the City's Treasury, and made available to the Library's department budget in accordance with the City Charter and Centralized Purchasing System. The Board approved the recommendations from Internal Audit to close the checking account. The Library Board By Laws require amendment to Section 5(e). The City Attorney provided a redlined copy of the By Laws removing Section 5(e).

Motion to accept changes: House  
 Second: Ridgeway  
 Ayes: Unanimous

**Item 11 Fiscal Year 16/17 Meeting Location Schedule**

The purposed rotating meeting location schedule allows Trustees to connect with community members and staff unable to attend the meetings at Main to participate.

Trustee Evans recommends the meeting location schedule be modified to reflect the December meeting at the Main Library and the January meeting at the Arlanza Library. If the Board members elect to go dark for the month of December, they will not miss the opportunity to meet at the Arlanza Library.

Motion to accept recommendation as modified: House  
 Second: Tate  
 Ayes: Unanimous

**Item 12 Pop-Up Programs**

New Branch Supervisor Jenna Pontious has been implementing new Pop-Up Programming at the La Sierra Library. Spontaneous story time consists of approaching either a group of children or one child and offering to read a story to them and Instant Recess is the concept of incorporating exercise into small bursts of activity that can be done by anyone, at any time with the goal of having fun and combating the health dangers of a sedentary lifestyle. Instant Recess has had great response from the public.

BOARD AND DIRECTORS COMMUNICATION

**Item 13 Brief Report on Conferences, Seminars and Meeting Attended by Board Members**

California Public Library Association Board Effectiveness training has been put on hiatus. The training is being developed at present and will be expected to resume sometime after November.

**Item 14 Items for Future Board of Library Trustees Consideration as Requested by Board Members**

**Adjournment**

Meeting Adjourned at 5:50 p.m.

The next Board of Library Trustees is scheduled for July 25, 2016 at Main Library.

Submitted by: Rebecca Turner

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Arnold Rowe, Secretary