

**RIVERSIDE PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

Minutes of: Board of Library Trustees

Date of Meeting: June 26, 2017

Time of Meeting: 5:00 p.m.

Meeting Location: Arlington Library
9556 Magnolia Ave.
Riverside, CA 92503

Present: Michael Yonezawa - President
Tom Evans – Vice President
Linda Ridgway
Donna Goldware
Teresa Seipel
Dwight Tate

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

Absent: Jose Alcala - Secretary
Arnold Rowe

CALL TO ORDER

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

Item 1 Public Comment

There were no comments.

Item 2 Approve minutes for May 22 meeting

Motion: Evans
Second: Goldware
Ayes: Unanimous

CONSENT CALENDAR

Item 3 Accept Trust Fund Expenditures

Item 4 Formal Acceptance of Gift Fund Donations of \$1,000 or more

Item 5 Incident Reports

Trustees voted on items 3, 4 and 5.

Motion: Ridgway

Second: Tate

Ayes: Unanimous

DISCUSSION AND ACTION CALENDAR

Item 6 **Presentation from Mission Heritage Plaza a 72-Unit Mixed Use Development by Wakeland Housing and Development for inclusive tenant population: seniors, families, and veterans with a focus on those with lower incomes**

Shonda Herold, Project Manager of Wakeland Housing and Development Corp. (HDC), provided a presentation on their partnership with the City of Riverside and Fair Housing Council to address community needs for affordable housing. HDC has developed Home Front at Camp Anza, which is a new community of 30 affordable homes geared to veterans and their families in Riverside's Arlanza neighborhood.

Wakeland HDC has partnered with Fair Housing Council to develop a 72-unit mixed use development on the north side of Mission Inn Avenue and west of Fairmount Boulevard. Keeping with the mission of the Fair Housing Council, all units will seek an inclusive tenant population; seniors, families, veterans with a focus on those with lower incomes. The site will be located across from the new Main Library.

Dawn Hasset of the Civil Rights Institute discussed the plans for the Civil Rights Walk of Fame and the activated public space. It is mostly programming and cooperative programming with the library for example, Black History month.

Seipel shortage of housing in Riverside so many units per zip code. Herold responded yes. Seipel asked if the Harada House location is very near to this proposal. Hasset replied that the Harada's are nationwide civil rights and yes the Harada is part of the Civil Rights Institute.

Yonezawa inquired on the timeline. Herold replied construction is scheduled for 2020.

Goldware was in favor of the presentation but expressed concerns with parking spilling over into the neighborhoods and requested that this is taken into consideration when planning the parking.

Item 7 Adult Literacy Program Update

Assistant Director Christmas provided a presentation on the Adult Literacy Program. The program is part of the larger California Library Literacy Services project, supported by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act (LSTA), administered in California by the State Librarian. The Library receives LSTA funds annually to operate the program. The Library received \$26,000 in Fiscal Year 2016/17.

The program's success is due to the volunteer tutors who are largely acquired through a key partnership with the Friends of the Library.

Item 8 Trust and Gift Fund Overview

Administrative Services Manager Guzman provided a presentation on the overview of Trust and Gift Funds in response to the request by the Board on April 26, 2017. The Library receives annual funding in various Trust Fund accounts, and in accordance with the spending requirements for that specific fund, purchases library materials throughout the year. In accordance with library policy, trust fund purchases are reported to the Library Board of Trustees.

The City Charter requires all City funds, including private donations, be deposited into the City Treasury. All Trust Fund expenditures are paid from a General Fund expenditure account after the City Council considers the necessary appropriation. On February 13, 2009, the City Council approved Resolution No. 21784 pledging that any and all private funds contributed to the Riverside Public Library be used to supplement and not supplant regular funding of the Library by the City.

Trust funds are intended by their donors to be used to improve the level of library service provided by the Library's operating budget. The operating budget consists of public funds appropriated by the City and miscellaneous revenues. Therefore, Trust funds are kept separate from the Library's operating budget.

Trust funds are large amounts which are held "in trust" for the benefit of the library, keeping the principal invested and spending only the income (or portion of the income if so specified by the donor). Trust funds often are received as a bequest or a memorial gift. The terms of each trust fund are specified by the donor.

The City manages the principal on Trust Funds and the income is paid annually to the Library Department.

Seipel thanked staff for the report.

Item 9 Meeting Location Schedule Fiscal Year 2017/2018

Trustees discussed the new meeting location schedule for Fiscal Year 2017/2018 and determined to approve with changes to the location for September to be held at SSGT Salvador J. Lara Casa Blanca Library and the November meeting at Orange Terrace Library.

Motion: Evans
Second: Ridgway
Ayes: Unanimous

BOARD OF DIRECTORS COMMUNICATION

Item 10 Brief reports on conferences, seminars, and meetings attended by Board of Library Trustees Members

Trustee Tate and Ridgway attended the Main Library Project Community Meeting on June 15.

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

Adjournment

Meeting Adjourned at 5:52 p.m.
The next meeting is July 24, 2017, at 5 p.m.
Submitted by: Angela Henson

Jose Alcala, Secretary