

**RIVERSIDE PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

Minutes of: Board of Library Trustees

Date of Meeting: June 25, 2018

Time of Meeting: 5:00 p.m.

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

Present: Michael Yonezawa - President
Art Angel
Teresa Seipel
Donna Goldware
Linda Manzo

Absent: Tom Evans – Vice President
Jose Alcala – Secretary
Dwight Tate

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

CALL TO ORDER

The meeting was called to order at 5:05 p.m. by President Yonezawa.

Item 1 Public Comment

Barbara Purvis spoke on the bookstore at the new main library.

Item 2 Approve April 23, 2018 minutes

The minutes of the Board of Library Trustees meeting of April 23, 2018, were approved as presented.

Motion: Seipel
Second: Goldware
Abstain: Angel
Ayes: Goldware, Seipel, Manzo, Yonezawa

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

All Consent Items

Motion: Goldware
Second: Manzo
Ayes: Unanimous

DISCUSSION AND ACTION CALENDAR

Item 6 Riverside Public Library Foundation Campaign

Interim Library Director Christmas introduced Riverside Public Library Foundation Board of Directors, Jan Lewis and Judith Fish, President. Lewis spoke on the Art Lending Library: Art for All and the Toy Lending Library campaign. Trustees received a mailer of the Annual Giving Campaign organized by the Riverside Public Library Foundation. The donations from the campaign will help buy quality reproductions of famous art, poster and prints, framing for collection pieces, protective bags for loaned pieces and special exhibits and programs themed around art, artists and techniques.

Library customers will be able to check out art pieces free of charge to hang in their homes, office or classroom. All pieces will be framed and ready to hang.

No action taken.

Item 7 Update on the Adult Literacy Program

Interim Library Director Christmas provided an update on the Adult Literacy Program. The program included 58 tutor/learners pairs. This year, over 50 goals were achieved through the program; highlights included being second runner up in the Southern California Writer to Writer challenge, passing the GED exam, and passing the New York Nursing exam. More than 50 books were given away and more than 1,600 tutor hours were logged. The library department held a holiday meet and greet on December 2017 and tutor learner recognition on February 3, 2018.

No action taken.

Item 8 Update on the Summer Reading Program

Interim Library Director Christmas provided a presentation on the Summer Reading Program and introduced Gail Hendricks, Library Associate, who was integral in coordinating the Summer Reading Program. The theme of the Summer Reading Program is "Reading Takes You Everywhere," will run from June 16, 2018 through August 4, 2018. The kickoff event was a great success with 460 participants at Kids Imagine Nation presentation at the Riverside Municipal Auditorium on June 18. The Storymobile was utilized at several park locations four days a week. The Storymobile recently was rewrapped to emphasize makerspace technologies with further updated details in August.

No action taken.

Item 9 Update on SPC Jesus S. Duran Eastside Library Site Selection

Interim Library Director Christmas provided a brief overview on the new site selection is due to the current site lease is expiring in October 2019. The lease is \$250,000 a year for a 10,000 square foot one story space. The space does not meet the library needs and staff in collaboration with councilmember Melendrez have held discussions with community members at various community meetings. The community did not support the Bordwell site. Staff are currently looking at the Ottawa site.

Following discussion, the Board of Library Trustees directed staff to provide a recurring update at every regularly scheduled meeting.

No action taken.

Item 10 Update on the new Main Library

Interim Library Director Christmas provided an update on the new Main Library. The City Council met on May 22, 2018 and voted to vacate the right of way segment of Fairmount Boulevard between Mission Inn and University Avenue to facilitate the construction of the new Main Library. The demolition of the Police Department and bus station is moving forward for mid-July.

Following discussion, the Board of Library Trustees directed staff to provide a recurring update at every regularly scheduled meeting.

No action taken.

Item 11 Meeting location schedule for Fiscal Year 2018/19

The Board discussed the proposed Fiscal Year 2018/19 meeting location schedule and amended the schedule to hold the April 22, 2019 meeting at Orange Terrace Library and the November 26, 2018 at Main Library.

Motion: Angel
Second: Goldware
Ayes: Unanimous

Item 12 Determine 3D Printing Fees

Interim Library Director Christmas provided a review and research on fees other libraries charged for 3D printing and the Riverside Public Library's costs for maintaining the 3D printers. A main concern from Board members was the \$1.00 set up fee for a small object and the \$0.10 fee for each 1 gram of plastic/filament used for printing.

Following discussion, the Board determined and approved the \$0.10 fee per gram with no set up fee was reasonable; staff to set a specific account to track fees; staff to return in June 2019 with an update; and referral to the Finance Committee and City Council for consideration. Upon City Council approval, fees will become effective in 60 days.

Motion: Goldware
Second: Angel
Ayes: Unanimous

Trustee Angel left the meeting at 6:10 p.m. and returned at 6:12 p.m.

Item 13 Determine whether Trustee Angel's absence from the Special Board of Library Trustees meeting on April 23, 2018, should be recorded as an excused or unexcused absence

The absence was excused.

Motion: Goldware
Second: Manzo
Abstain: Angel
Ayes: Goldware, Manzo, Seipel, Yonezawa

BOARD OF DIRECTORS COMMUNICATION

Item 14 Brief reports on conferences, seminars, and meetings attended by Board of Library Trustees Members

Newly appointed Lea Deesing, Assistant City Manager, was introduced.

President Yonezawa will provide an annual presentation to the City Council on July 10, 2018 at 6:15 p.m. on the 2017 Accomplishments of the Board of Library Trustees.

Item 15 Items for future Board of Library Trustees consideration as requested by Board Members

1. Options for Friends of the Library Book Store at the new Main Library
2. Code of Ethics

Adjournment

Meeting Adjourned at 6:19 p.m.
Submitted by: Angela Henson

Board of Library Trustee