

**RIVERSIDE PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES**

Minutes of: Board of Library Trustees

Date of Meeting: September 24, 2018

Time of Meeting: 5:00 p.m.

Meeting Location: SSgt Salvador J. Lara Casa Blanca Library  
2985 Madison St.  
Riverside, CA 92504

Present: Michael Yonezawa - President  
Tom Evans – Vice President  
Teresa Seipel  
Dwight Tate  
Donna Goldware  
Jose Alcala – Secretary  
Art Angel  
Linda Manzo  
Patricia House

Staff: Erin Christmas, Interim Library Director  
Lea Deesing, Assistant City Manager  
George Guzman, Administrative Services Manager  
Angela Henson, Sr. Management Analyst  
Edward Enriquez, Interim Chief Financial Officer/City Treasurer  
Lorena Verduco, Deputy City Clerk

**CALL TO ORDER**

The meeting was called to order at 5:00 p.m. by Michael Yonezawa proceeding with the pledge of allegiance.

**Item 1 Public Comment**

There was no public comment received.

**Item 2 Welcome**

Welcome and introduction of newly appointed Board of Library Trustee Patricia House.

**Item 3 Oath of Office**

The City Clerk administered the Oath of Office to newly appointed Board of Library Trustee Patricia House.

**Item 4 Approve August 27, 2018 Board of Library Trustees meeting minutes**

The minutes of the Board of Library Trustees meeting of August 27, 2018, were approved as presented.

Motion: Evans  
Second: Seipel  
Abstain: House  
Ayes: Unanimous with one abstention

**Item 5 Approve July 23, 2018 Board of Library Trustees meeting minutes**

The minutes of the Board of Library Trustees meeting of July 23, 2018, were approved as presented on August 27, 2018, however, the motion failed due to not enough votes to carry the motion.

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

Motion: Angel  
Second: Goldware  
Abstain: House  
Ayes: Unanimous with one abstention

CONSENT CALENDAR

**Item 6 Accept Trust Fund Expenditures**

**Item 7 Formal Acceptance of Gift Fund Donations of \$1,000 or more**

**Item 8 Participation in the California State Library Initiatives Book Project Reimbursement in the amount of \$10,000 funded by Library Services and Technology Act**

**Item 9 Donation of four Oculus Go Systems, virtual reality headsets, from Blue Trot, an Oculus Research Firm for the California Library Virtual Reality Initiative**

**Item 10 Incident Report**

Consent items 6, 7, and 8 were approved as presented.

Motion: Evans  
Second: Alcalá  
Ayes: Unanimous

Consent Item 9 was discussed involving what locations would receive the Oculus headsets. The headsets will be used for programming in the STREAM mobile and makerspace. The report was approved as presented.

Motion: Angel

Second: Alcala  
Ayes: Unanimous

Consent Item 10 was discussed regarding an incident at Orange Terrace Library and installing security cameras and increasing funding for security at all locations for a future discussion. The report was approved as presented.

Motion: Evans  
Second: Alcala  
Ayes: Unanimous

## DISCUSSION AND ACTION CALENDAR

### **Item 11 Consider the appointment by the City Manager of Erin Christmas as the Library Director**

Assistant City Manager, Lea Deesing, provided a report to consider approving the appointment of Erin Christmas as the Riverside Public Library Director. Pursuant to Section 808(e) of the Riverside City Charter, the Board of Library Trustees has the power and duty to "approve or disapprove the appointment, suspension or removal of the Library Director, who shall be the department head."

Following discussion, the Board approved the appointment of Erin Christmas effective September 25, 2018.

Motion: Tate  
Second: Alcala  
Ayes: Unanimous

### **Item 12 New Main Library Project Update**

Interim Library Director Christmas provided an update on the Friends of the Library book sale space, coffee shops in Riverside Libraries, potential temporary relocation costs and locations, and annual and monthly costs for the bond payment.

Barbara Purvis of the Arlington neighborhood spoke on the Main Library Project.

No action taken.

### **Item 13 Recurring Update on the Specialist Jesus S. Duran Eastside Library Site Selection**

Interim Library Director Christmas informed the Board of that there is no specific update this month on the SPC Jesus S. Duran Eastside Library site selection. This item is a recurring item on the agenda per the request of the Board of Library Trustees.

No action taken.

**Item 14 Cancel Regular Meetings on November 26 and December 24**

Interim Assistant Library Director Christmas recommended the Board consider cancelling the regularly scheduled meetings on November 26 and December 24, 2018; determine if a special meeting is needed for November and December; and select a special meeting date if needed.

Following discussion, the Board cancelled the November 26 and December 24 meeting. If necessary, a special meeting may be scheduled in December.

Motion: Angel  
Second: Manzo  
Ayes: Unanimous

**Item 15 How Libraries Bridge the Employment Gap**

Interim Library Director Christmas updated the Board with a report on the article in *American Libraries* "How Libraries Bridge the Employment Gap."

This article discussed a panel held with the American Library Association, Ohio community leaders, politicians and other library business leaders that discussed employment issues and how the library currently plays and can play in the future a critical role in workforce development.

This article is in line with the \$10,000 grant from the California State Library awarded to Riverside Public Library for the purchase of materials related to workforce development.

No action taken.

**Item 16 Overview of Gift and Trust Funds**

Administrative Services Manager, George Guzman, provided an overview of gift and trust funds and other funding sources.

No action taken.

**Item 17 The Encyclopedia of Romance Fiction**

Interim Library Director Christmas provided an update on the Encyclopedia of Romance Fiction. Interim Library Director Erin Christmas was selected to write an entry for the Encyclopedia of Romance Fiction on Libraries and Popular Romance Fiction. The entry explores how public libraries spend collection development dollars, how library books are shelved, the importance of eBooks for the romance genre, and the uptick in self-publishing.

Interim Director Christmas has researched Romance Fiction in Libraries, lead panel discussions with romance authors and completed extensive training in reader's advisory. The Riverside Public Library will receive a physical and an eBook version of the Encyclopedia of Romance Fiction. The retail value on Amazon.com of the eBook is \$89.30 and a hardcover is \$100.

No action taken.

**Item 18 Determine whether Trustee Yonezawa's Absence from July 23, 2018, Board of Library Trustees meeting should be recorded as excused or unexcused absence.**

The absence was determined to be excused.

Motion: Tate  
Second: Goldware  
Abstain: Yonezawa  
Ayes: Unanimous with one abstention

**Item 19 Determine whether Trustee Alcala's Absence from August 27, 2018, Board of Library Trustees meeting should be recorded as excused or unexcused absence.**

The absence was determined to be excused.

Motion: Goldware  
Second: Angel  
Abstain: Alcala  
Ayes: Unanimous with one abstention

**Item 20 Determine whether Trustee Angel's Absence from August 27, 2018, Board of Library Trustees meeting should be recorded as excused or unexcused absence.**

The absence was determined to be excused.

Motion: Alcala  
Second: Manzo  
Abstain: Angel  
Ayes: Unanimous with one abstention

**Item 21 Determine whether Trustee Manzo's Absence from August 27, 2018, Board of Library Trustees meeting should be recorded as excused or unexcused absence.**

The absence was determined to be excused.

Motion: Goldware  
Second: Angel  
Abstain: Manzo  
Ayes: Unanimous with one abstention

BOARD OF DIRECTORS COMMUNICATION

**Item 22 Brief reports on conferences, seminars, and meetings attended by Board of Library Trustees Members**

Assistant City Manager, Deesing, commented that steel tariffs are coming in higher for UCR building projects. Hope it doesn't impact the Main Library project.

**Item 23 Items for future Board of Library Trustees consideration as requested by Board Members**

1. Security cameras at all locations for discussion in January 2019.

**Adjournment**

Meeting Adjourned at 6:25 p.m.  
Submitted by: Angela Henson

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Board of Library Trustee