



*City of Arts & Innovation*

# Board of Library Trustees

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**TO: BOARD OF LIBRARY TRUSTEES** **DATE: JANUARY 28, 2019**

**FROM: RIVERSIDE PUBLIC LIBRARY**

**SUBJECT: DETERMINE WHETHER TRUSTEE GOLDWARE'S ABSENCE FROM THE BOARD OF LIBRARY TRUSTEES MEETING ON OCTOBER 22, 2018, SHOULD BE RECORDED AS AN EXCUSED OR UNEXCUSED ABSENCE**

## **ISSUE:**

Determine whether Trustee Goldware's absence from the Board of Library Trustees meeting on October 22, 2018, should be recorded as an excused or unexcused absence.

## **RECOMMENDATION:**

That the Board of Library Trustees determine whether Trustee Goldware's absence from the Board of Library Trustees meeting on October 22, 2018, should be recorded as an excused or unexcused absence.

## **BACKGROUND:**

Pursuant to the Board/Commission Attendance Policy Resolution No. 23035, 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.

## **DISCUSSION:**

According to the rules stated above, Trustee Goldware did not notify Library Administration that she would not be in attendance at the October 22, 2018 meeting.

## **FISCAL IMPACT:**

There is no fiscal impact associated with this report.

Prepared by: Erin Christmas, Library Director  
Certified as to  
availability of funds: Edward Enriquez, Chief Financial Officer/City Treasurer

Approved by: Lea Deesing, Assistant City Manager