



City of Arts & Innovation

Board of Library Trustees

TO: BOARD OF LIBRARY TRUSTEES **DATE: FEBRUARY 25, 2019**

FROM: RIVERSIDE PUBLIC LIBRARY

SUBJECT: CANCEL OR RESCHEDULE BOARD OF LIBRARY TRUSTEES MEETINGS IN MARCH, MAY, NOVEMBER AND DECEMBER 2019

ISSUES:

Cancel or reschedule the Board of Library Trustees meetings on March 25, May 27, November 25, and December 23, 2019.

RECOMMENDATION:

That the Board of Library Trustees:

1. Cancel the regularly scheduled meetings of March 25, May 27, November 25, and December 23, 2019;
2. Determine if special meetings are needed; and
3. Select special meeting date(s), if needed.

BACKGROUND:

Section 6(a) of the By-Laws of the Board of Library Trustees (Board) meeting rules set the regular meeting schedule of the Board of Library Trustees as the fourth Monday of each month, unless otherwise agreed upon in advance by the Board. Additionally, Ordinance No. 7301, known as the Sunshine Ordinance, indicates that if a regular meeting for any local body falls on a holiday, the meeting shall be held on the next regular meeting day unless otherwise noticed as a special meeting, for which notice is given at least five (5) calendar days in advance.

DISCUSSION:

The Boards and Commission's annual reception will be held on March 25, 2019, at 5 p.m. and staff is requesting to cancel the regularly scheduled Board of Library Trustees meeting so that Trustees may attend the annual reception.

The City of Riverside will observe May 27, 2019, for the Memorial Day holiday and will be closed for business. As per the Sunshine Ordinance, if a regular meeting for any local body falls on a holiday, the meeting shall be held on the next regular meeting day unless otherwise noticed as a special meeting.

Consider cancelling or rescheduling the regularly scheduled meetings on November 25 and December 23, 2019.

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/Treasurer
Approved by: Lea Deesing, Assistant City Manager