

**RIVERSIDE PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES**

Minutes of: Board of Library Trustees

Date of Meeting: July 22, 2019

Time of Meeting: 5:00 p.m.

Meeting Location: Main Library

Present: Jose Alcala - President  
Donna Goldware – Vice President  
Teresa Seipel – Secretary  
Dwight Tate  
Patricia House  
Linda Manzo  
Tom Evans arrived at 5:06 p.m.

Staff: Erin Christmas, Library Director  
Vanessa Christman, Assistant Library Director  
Angela Henson, Sr. Management Analyst

Absent: Michael Yonezawa

**CALL TO ORDER**

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

**Item 1 Public Comment**

There were no public comments.

**Item 2 Approve June 24, 2019, Board of Library Trustees meeting minutes**

The minutes of the Board of Library Trustees meeting of June 24 2019, were approved as presented.

Motion: Goldware  
Second: Seipel  
Ayes: Unanimous

**CONSENT CALENDAR**

**Item 3 Approval of Trust Fund Expenditures**

**Item 4 Formal Acceptance of Gift Fund Donations**

**Item 5 Incident Report**

Consent Calendar items 3-5 were approved.

Motion: Seipel  
Second: House  
Ayes: Unanimous

## DISCUSSION AND ACTION CALENDAR

### **Item 6 Recurring Update of the New Main Library**

Library Director Christmas provided an update on the construction of the library.

No action taken.

### **Item 7 Recurring Update of the Specialist Jesus S. Duran Eastside Library Site Selection**

Library Director Christmas provided the following update on the project. Non mandatory pre bid proposal meeting on July 15, 2019, that included approximately 15 architectural firms to provide proposals for Phase 1 architectural design services to include concept designs and programming, site analysis, preliminary elevation renderings, project estimate for Phase 2 design and construction costs for a proposed new SPC Jesus S. Duran Eastside Library.

Staff will present to the Budget Engagement Commission regarding Phase 2 project estimate. Funding in the amount of \$100,000 for Phase 1 is available in Measure Z Eastside Library Project Account.

No action taken.

### **Item 8 Security Guard Services Update**

Library Director Christmas informed the Board that the additional unarmed Security Guard Services have begun full time service today at La Sierra Library with continued evening patrol services and part time services at Arlanza and Marcy. Measure Z funding in the amount of \$122,000 was approved by the City Council on June 18, 2019.

No action taken.

Trustee Evans arrived at 5:06 p.m.

### **Item 9 Determine whether Trustee Alcalá's absence from the Board of Library Trustees meeting on June 24, 2019, should be recorded as an excused or unexcused absence**

The Board determined to excuse the absence of Trustee Alcalá from the Board of Library Trustees meeting on June 24, 2019.

Motion: Goldware  
Second: House  
Abstain: Alcala  
Ayes: Goldware, House, Seipel, Manzo, Tate, and Evans

#### BOARD OF DIRECTORS COMMUNICATION

**Item 10 Brief reports on conferences, seminars and meetings attended by Board Members**

There were no reports discussed.

**Item 11 Brief reports on conferences, seminars and meetings attended by Library Director**

There were no reports discussed.

**Item 12 Items for future Board of Library Trustees consideration as requested by Board members**

Trustee Seipel requested an update on the process staff follow to purchase materials for the Library, including how vendors are selected.

#### **Adjournment**

Meeting Adjourned at 5:13 p.m.  
Submitted by: Angela Henson

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Board of Library Trustee