



City of Arts & Innovation

Board of Library Trustees

TO: BOARD OF LIBRARY TRUSTEES

DATE: AUGUST 26, 2019

FROM: RIVERSIDE PUBLIC LIBRARY

SUBJECT: DETERMINE WHETHER TRUSTEE YONEZAWA'S ABSENCE FROM BOARD OF LIBRARY TRUSTEES MEETING ON JULY 22, 2019, SHOULD BE RECORDED AS AN EXCUSED OR UNEXCUSED ABSENCE

ISSUE:

Determine whether Trustee Yonezawa's absence from the Board of Library Trustees meeting on July 22, 2019, should be recorded as an excused or unexcused absence.

RECOMMENDATION:

That the Board of Library Trustees determine whether Trustee Yonezawa's absence from the Board of Library Trustees meeting on July 22, 2019, should be recorded as an excused or unexcused absence.

BACKGROUND:

Pursuant to the Board/Commission Attendance Policy Resolution No. 23437, 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.

Pursuant to the City Charter Section 805 specifies that if a member of a board or commission member is absent from three consecutive regular meetings, unless by permission of the board or commission expressed in its official minutes, the City Council can declare the office vacant.

DISCUSSION:

In accordance with the rules stated above, Trustee Yonezawa notified Library Administration on July 10, 2019, that he would not be in attendance at the July 22, 2019 Board of Library Trustees 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/Treasurer

Approved by: Lea Deesing, Assistant City Manager