

**RIVERSIDE PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

Minutes of: Board of Library Trustees

Date of Meeting: October 28, 2019

Time of Meeting: 5:00 p.m.

Meeting Location: Main Library

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

Staff: Erin Christmas, Library Director
Vanessa Christman, Assistant Library Director
George Guzman, Administrative Services Manager
Angela Henson, Sr. Management Analyst

Absent: Tom Evans

CALL TO ORDER

The meeting was called to order at 5:00 p.m. by President Alcala.

Item 1 Public Comment

There were no public comments.

Item 2 Approve September 23, 2019, Board of Library Trustees meeting minutes

The minutes of the Board of Library Trustees meeting of September 23, 2019, were approved as presented.

Motion: House
Second: Yonezawa
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, 4, and 5 were approved as presented.

Motion: Seipel
Second: Manzo
Ayes: Unanimous

DISCUSSION AND ACTION CALENDAR

Item 6 Recurring Update of the New Main Library Project

Library Director Christmas reported that the new Main Library project is moving along. The concrete was poured on the upper deck. The project is on schedule for completion in Fall 2020. Staff will meet with the furniture consultant and an update will be brought to this board on February 24, 2020.

No action taken.

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

Library Director Christmas reported that the City is moving forward with interviewing architectural firms that responded to the Request for Proposals to provide Phase 1 architectural design services.

The Board of Library Trustees President Alcalá requested a Board of Library Trustees volunteer to be part of the interview process. Trustee Seipel volunteered to be part of the interview process.

A motion was made by Manzo and seconded by Tate. The motion passed unanimously to have Trustee Seipel on the interview panel.

Item 8 California State Library Grant Award in the amount of \$18,000 for the Riverside Public Library Adult Literacy Program

Library Director Christmas informed the Board that the Library received a grant award in the amount of \$18,000 from the California State Library for the Adult Literacy Program at the Riverside Public Library.

No action taken.

Item 9 California State Library Grant Award in the amount of \$30,000 for the Riverside Public Library Family Literacy Program

Library Director Christmas informed the Board that the Library received a grant award in the amount of \$30,000 from the California State Library for the Family Literacy Program at the Riverside Public Library.

No action taken.

Item 10 Update on Purchase of Library Materials and Services from Various Vendors

Library Director Christmas gave an update on the purchase of library materials and services from Baker & Taylor, Midwest Tape and Brodart Co. Baker & Taylor provided a slightly greater discount on purchases; has a greater selection of materials; invoicing specialization. The move away from Brodart means the Library is no longer leasing books e.g. Hot off the press which are books that are not holdable. Less leased items provide quicker access since customers can hold books. Brodart Co. will be used to purchase materials for the new Main Library opening day collection. Midwest Tape, LLC, is a library-dedicated, full-service entertainment media distributor that provides physical and audiovisual products: DVDs, music CDs and audiobooks exclusively to public libraries. The library is looking to reduce the number of book title it purchases through Amazon. Lastly, all materials from these vendors are received shelf ready.

No action taken.

Item 11 Participation in Harwood Public Innovation for California's Public Libraries

Library Director Christmas reported that staff have been accepted to participate in the California Harwood Public Innovators Workshop for fall 2019. Staff will gain deeper knowledge of their communities and use this knowledge to shape choices and judgments about the community. The first training series is November 6, 2019, in Anaheim, Ca. Library Director Christmas, Assistant Library Director Christman, Librarian Pontious and Library Assistant Tillett will participate.

No action taken.

Item 12 Determine Whether Trustee Goldware's Absence from the Board of Library Trustees Meeting on September 23, 2019, should be Recorded as an Excused or Unexcused Absence

The Board of Library Trustees received a report to determine whether Trustee Goldware's Absence from the meeting on September 23, 2019, should be recorded as an excused absence or unexcused absence. The absence was recorded as excused.

Motion: Yonezawa
 Second: Manzo
 Ayes: Unanimous

BOARD OF DIRECTORS COMMUNICATION

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

Trustee Yonezawa attended EBSCO user conference. EBSCO is an academic research databases tool.

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

Library Director Christmas attended the CLA conference in Pasadena on October 24, 25, and 26 along with seven (7) staff members. Several staff members participated on panels and lead panel discussions.

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

There were no items requested.

Adjournment

Meeting Adjourned at 5:25 p.m.
Submitted by: Angela Henson

Board of Library Trustee