

**RIVERSIDE PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

Minutes of: Board of Library Trustees

Date of Meeting: January 27, 2020

Time of Meeting: 5:00 p.m.

Meeting Location: Arlanza Library

Present: Donna Goldware – Vice President
Teresa Seipel – Secretary
Michael Yonezawa
Dwight Tate
Patricia House
Linda Manzo
Tom Evans

Staff: Erin Christmas, Library Director
Lea Deesing, Assistant City Manager
Moises Lopez, Deputy City Manager
George Guzman, Administrative Services Manager
Angela Henson, Sr. Management Analyst

Absent: Jose Alcala - President

CALL TO ORDER

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

Item 1 Public Comment

There were no public comments.

Item 2 Approve October 28, 2019, Board of Library Trustees meeting minutes

The minutes of the Board of Library Trustees meeting of October 28, 2019, were approved as presented.

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

Motion: Evans
Second: Manzo
Ayes: Unanimous

Consent calendar item 5 was pulled by Trustee Evans for further discussion.

Trustee Evans inquired if the number of incidents were increasing. Library Director Christmas responded that there were 380 incidents last year and anticipates this year there will be approximately 690 based on current numbers. The Library Department will be providing a presentation to the Budget Engagement Commission on February 13 requesting funding for safety measure that include additional security guards, security cameras and panic buttons. Also, Deputy City Manager Moises Lopez will be providing a presentation today on the homelessness issue.

Trustee House asked if there was a plan for the number of day so exclusions on the exclusion policy. Library Director Christmas indicated the exclusions issued are determined by the number of incidents, then by severity that dictate the number of days of exclusion such as 30, 60, or 90 days and up to a year. The exclusion notices follow a fair process. Additionally, the policy will be amended by the City Attorney's office in late summer to coincide with City Municipal Code and will be presented to the Board for consideration.

Trustee House inquired if police were notified on more serious issues and what was the number of days for such exclusion. Library Director Christmas indicated that 180 days of exclusion are typically issued for police interaction.

Trustee Tate requested if the incident report could be notated when the police are notified.

Trustee Evans asked if the increase in incidents a trend across the state and Library Director Christmas are replied yes.

Following discussion, the incident report was approved.

Motion: Evans
Second: Yonezawa
Ayes: Unanimous

DISCUSSION AND ACTION CALENDAR

Item 6 Update on the Office of Homeless Solutions and Public Safety Engagement Team Presentation - Moises Lopez, Deputy City Manager

Deputy City Manager Moises Lopez provided an update on the Office of Homeless Solutions and Public Safety Engagement Team's efforts on the ongoing challenge of homelessness and its impact on the community.

No action taken.

Item 7 Formally Accept Art Donation Valued at \$500 from Phyllis Crabtree

The Board of Library Trustees formally accepted the donation of the art piece entitled "Game On" by Anna Vanover donated by Phyllis Crabtree of Riverside, CA, valued at \$500; and recommended that the City Council authorize acceptance of the donation to the Riverside Public Library.

Motion: Tate
Second: Manzo
Ayes: Unanimous

Item 8 Recurring Update of the New Main Library Project

Library Director Christmas reported that the new Main Library project is moving along and is 40% complete. In October, concrete was poured and the end of January all structural steel will be completed. The Request for Proposal for the moving company is in the beginning process. A tour for Trustees will be scheduled individually or in small groups as soon as it is possible.

No action taken.

Item 9 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.

No action taken.

Item 10 Annual Designation of Nominating Committee and Election of Officers for President, Vice-President and Secretary for a One-Year Term Beginning March 1, 2020

The Board of Library Trustees designated Trustee Tate and Trustee Yonezawa as the Nominating Committee to bring to the full board a proposed slate of officers for President, Vice-President and Secretary and to conduct the election of officers at the February 24, 2020 meeting.

Motion: Evans

Second: Seipel
Ayes: Unanimous

Item 11 Determine whether Trustee Evan's absence from the Board of Library Trustees meeting on October 28, 2019, should be recorded as an excused or unexcused absence

Trustees determined the absence from the Board of Library Trustees meeting on October 28, 2019, should be recorded as an excused absence.

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

BOARD OF DIRECTORS COMMUNICATION

Item 12 Brief reports on conferences, seminars and meetings attended by Board Members

Trustee Seipel participated in the review of the Specialist Jesus S. Duran Eastside Library Request for Proposal committee.

Item 13 Brief reports on conferences, seminars and meetings attended by Library Director

Library Director Christmas is on the Serving with a Purpose conference planning committee. The conference will be held on May 20, 2020, in Ontario at the Ontario Convention Center. The Budget Engagement Commission is on February 13, 2020, at 5 p.m.

Item 14 Items for future Board of Library Trustees consideration as requested by Board members

There were no items requested.

Adjournment

Meeting Adjourned at 6:04 p.m.
Submitted by Angela Henson

Board of Library Trustee