

**RIVERSIDE PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES**

Minutes of: Board of Library Trustees

Date of Meeting: February 24, 2020

Time of Meeting: 5:00 p.m.

Meeting Location: Main Library

Present: Jose Alcala – President  
Teresa Seipel – Secretary  
Michael Yonezawa  
Dwight Tate  
Patricia House  
Linda Manzo  
Tom Evans

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

Absent: Donna Goldware – Vice President

**CALL TO ORDER**

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

**Item 1 Public Comment**

Christopher Renteria Library Volunteer of Ward 2 spoke about being considered for the Library Assistant position at the Marcy Library.

**Item 2 Approve January 27, 2020, Board of Library Trustees meeting minutes**

The minutes of the Board of Library Trustees meeting of January 27, 2020, were approved as presented.

Motion: Evans  
Second: Manzo  
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: Yonezawa

Second: Evans

Ayes: Unanimous

## DISCUSSION AND ACTION CALENDAR

### **Item 6 Election of Officers**

On January 27, 2020, the Board of Library Trustees selected Trustees Dwight Tate and Michael Yonezawa to serve as the Nominating Committee to bring to the full board a slated proposal of officers for President, Vice President and Secretary. The election of officers is required by the City Charter Section 804 and By Laws of the Board of Library Trustees Section 5(h) to be conducted annually at the first board meeting in March from the slate proposed by the Nominating Committee or from nominations from the floor.

Trustees Tate and Yonezawa presented the slated proposal as follows: Trustee Alcala for President, Trustee Goldware for Vice President and Trustee Seipel for Secretary. There were no other nominations from the floor and a motion was made for the slated proposal.

Motion: Tate

Second: Manzo

Ayes: Unanimous

### **Item 7 Recurring Update of the New Main Library Project**

Library Director Christmas reported that the Riverside Public Library Foundation (RPLF) is working with a Consultant in the Naming Rights Campaign. A report will be brought to the Board for review and approval. The Consultant will assist RPLF in preparing campaign material.

Technology and artwork for inside and outside the library has been productive. Trustees requested the city support local artists if it coincides. The Arts and Culture Department will be notified of the request.

A hard hat tour will be provided soon to the Board of Library Trustees.

No action taken.

### **Item 8 Recurring Update of the Specialist Jesus S. Duran Eastside Library Site Selection**

Library Director Christmas reported the selection of five (5) top firms out of nine (9) responses to Request for Proposal (RFP) 1934 for Architectural Design

Services for the New City of Riverside SPC Jesus S. Duran Eastside. The Purchasing Department is pending a date for interview. Trustees requested the Library Director make it a priority to proceed with the interviews.

No action taken.

**Item 9 Storytime at the Library – Update**

Library Director Christmas provided a presentation on storytime at the library. The library offers over 20 storytimes each week between eight (8) library facilities. These storytime programs presented by staff incorporate rhymes, songs, books and play to encourage literacy skills in children.

Trustee Evans inquired as to how many participants there are during the week. Library Director Christmas stated there are approximately 25-100. Trustee Yonezawa asked if the activities are inclusive for example, deaf community, autistic, etc. Library Director Christmas reported that signing volunteers are available on Wednesday morning. However, concerning the sensory aspect, the Library has not done programming but have spoken as a team of the need. Special needs adults require more of a specific skill set in programming that the Library does not have.

No action taken.

**Item 10 Determine whether Trustee Alcalá's absence from the Board of Library Trustees meeting on January 27, 2020, should be recorded as an excused or unexcused absence**

The Board of Library Trustees determined the absence of Trustee Alcalá from the meeting on January 27, 2020 should be recorded as excused.

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

BOARD OF DIRECTORS COMMUNICATION

**Item 11 Brief reports on conferences, seminars and meetings attended by Board Members**

Trustee Alcalá attended a Fundraiser as a Trustee of the Riverside Community College in Corona, Ca.

Trustee Seipel registered for the Serving with a Purpose Conference in Ontario, Ca.

Trustee Evans submitted a public comment to the Budget Engagement Commission regarding the Measure Z appropriation request for funding for panic buttons, security panic buttons and additional security guards. Trustee Tate attend the same meeting.

**Item 12 Brief reports on conferences, seminars and meetings attended by Library Director**

Library Director Christmas attended the Budget Engagement Commission on February 13, 2020, for Measure Z funding for security measures at the Library. The report will be taken to the City Council for approval on March 17, 2020. Library Director Christmas also attended the State of the City, Inside Arlington, Inside Eastside, Inside East hills, Inside La Sierra, Inside Downtown and gave a presentation the Budget Review Commission for the FY2020-2022 budget.

**Item 13 Items for future Board of Library Trustees consideration as requested by Board members**

Receive a report on the FY2020-2022 Budget on March 23, 2020.

**Adjournment**

Meeting Adjourned at 5:30 p.m.  
Submitted by: Angela Henson

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Board of Library Trustee