

**RIVERSIDE PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

Minutes of: Board of Library Trustees

Date of Meeting: September 14, 2020

Time of Meeting: 4:00 p.m.

Meeting Location: Virtual

Present: Jose Alcala – President
Donna Goldware – Vice President
Teresa Seipel – Secretary
Michael Yonezawa
Dwight Tate
Linda Manzo
Tom Evans
Aaron Peters

Staff: Erin Christmas, Library Director
George Guzman, Administrative Services Manager
Angela Henson, Sr. Management Analyst
Mary Hanna, Deputy City Attorney

CALL TO ORDER

The meeting was called to order at 4:00 p.m. by President Alcala and proceeded with the pledge of allegiance.

Item 1 Public Comment

There were no e-comments received.

Item 2 Approve August 24, 2020, Board of Library Trustees meeting minutes

The minutes of the Board of Library Trustees meeting of August 24, 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: Seipel
Second: Yonezawa
Ayes: Unanimous

DISCUSSION AND ACTION CALENDAR

Item 6 Ordinance to amend Title 9 of the Riverside Municipal Code by adding Chapter 9.75 Establishing the Rules of Library Conduct

Library Director Christmas indicated that the Riverside Public Library already has the established Rules of Library Conduct as described in the ordinance for the successful running of its facilities, to maintain an appropriate library environment, and to ensure customers enjoy their library visits. The Rules of Library Conduct are used by library staff in maintaining a positive and appropriate library environment. The activities in the ordinance are those that a reasonable person would find disruptive to the normal functions being carried on at the library are prohibited.

The ordinance, if approved by the City Council, will protect the rights of library customers, staff and volunteers.

Deputy City Attorney Hanna indicated that the additions were mainly to clarify that certain activities are crimes and cited with the penal codes such as drunk in public, indecent exposure, etc. This would allow the police to treat such crimes as misdemeanors.

Following review and discussion of the ordinance, the Board of Library Trustees voted to recommend that the City Council approve amending Title 9 of the Riverside Municipal Code by adding Chapter 9.75 Establishing the Rules of Library Conduct.

Motion: Yonezawa
Second: Peters
Ayes: Unanimous

Item 7 Revision to Meeting Time and Location for Live Streaming, Archiving and Broadcasting on TV Channels

Library Director Christmas requested the Board of Library Trustees consider revising the meeting time to 5 p.m., the 2nd Monday of every month instead of 4 p.m. Changing the meeting time to 5 p.m. will provide more access to the

public and allow some time in between for Riverside TV team to record meetings for the Land Use Committee which meets at 3:30 p.m. and the Board of Riverside Public Utilities which meets at 6:30 p.m. Additionally, this will address the concern expressed by the Trustees at the August 24, 2020, meeting regarding 4 p.m. being too early of a start time for working members of the Board. The Library Director will return in January 2021 to revisit the meeting date and time.

Following discussion, the recommendation to meet on the 2nd Monday of every month at 5 p.m. was unanimous.

Motion: Evans
Second: Manzo
Ayes: Unanimous

BOARD OF DIRECTORS COMMUNICATION

Item 8 Brief reports on conferences, seminars and meetings attended by Board Members

No items to report.

Item 9 Brief reports on conferences, seminars and meetings attended by Library Director

Library Director Christmas provided an update on the Library taking the lead on Distance Learning CARES Act. The New Main Library tours for Trustees will be scheduled for next month in small groups while following COVID 19 guidelines.

Item 10 Items for future Board of Library Trustees consideration as requested by Board members

Trustee Seipel requested futures updates from Serving with a Purpose Conference.

Adjournment

Meeting Adjourned at 4:24 p.m.

Submitted by: Angela Henson

Board of Library Trustee