



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: FEBRUARY 9, 2021**
FROM: RIVERSIDE PUBLIC LIBRARY **WARDS: ALL**
SUBJECT: DONATE AND TRANSFER SURPLUS LOCAL HISTORY COLLECTION
RELEVANT TO VARIOUS JURISDICTIONS

ISSUE:

Approve the donation and transfer of surplus from local history collection relevant to various jurisdictions.

RECOMMENDATIONS:

That the City Council authorize the donation and transfer of surplus from local history collection to various jurisdictions at no cost to the City.

BOARD RECOMMENDATION:

On November 9, 2020, the Board of Library Trustees unanimously recommended that the City Council authorize the donation and transfer of surplus from local history collections to various jurisdictions at no cost to the City.

BACKGROUND:

The Local History Resource Center collected a substantial number of items between 1911 and 1997 when the Riverside City and Riverside County Libraries were joined as one system; the Riverside City and County Library. During this time many items that were not local to Riverside City, but rather had significance for Riverside County were collected. When the Riverside County Library left the Riverside City Library in 1997, many local history items continued to be housed by the Riverside City Library.

Items housed in the Local History Resource Center include resources on many aspects of the Riverside County history, including: early history, Indians of Inland Southern California, Spanish and Mexican land grants, citrus and date industries, natural history and local wildlife, government, biographies and bibliographies. Other items include the following:

1. Over 5,000 catalogued books and other print resources
2. Over 600 historical maps, over 4,000 historical photographs and postcards
3. Extensive local history materials such as:

- a. Pamphlet and newspaper clipping collection
- b. Citrus labels
- c. Postcards
- d. Menus
- e. Music scores
- f. High school and college annuals
- g. Local government publications
- h. Local periodicals and newspapers
- i. City and County directories (Directories from 1889 to 1969, Criss-Cross directories dating from 1971 to present, and telephone directories from 1911 to present).

On August 27, 2018, the Board of Library Trustees received an update on the identification of local history collections and materials for transfer to appropriate local jurisdictions in preparation to move out of the Main Library. Staff has determined that some of the local history collection would better benefit surrounding jurisdictions as the items are specific to their jurisdictions. Jurisdictions include Palm Springs, Beaumont, Banning, Hemet, Murrieta, Riverside County and other Riverside County entities. Items for transfer include pamphlet files and bound newspapers as provided in the surplus list attachment.

DISCUSSION:

The Riverside Public Library no longer has use for the items listed in the surplus list attachment, which are identified as surplus. Upon City Council approval of the donation and transfer, the jurisdictions will receive the items at their own cost. Jurisdictions have already been consulted and will accept items listed. Delivery will be provided using the Inland Library System delivery service at no additional cost to the City.

FISCAL IMPACT:

There is no fiscal impact associated with this action as the jurisdictions will pay for delivery fees.

Prepared by: Erin Christmas, Library Director
Certified as to
availability of funds: Edward Enriquez, Chief Financial Officer/City Treasurer
Approved by: Moises Lopez, Deputy City Manager
Approved as to form: Kristi J. Smith, Interim City Attorney

Attachments:

1. Surplus List
2. Board of Library Trustee Minutes November 9, 2020