

**RIVERSIDE PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES**

Minutes of: Board of Library Trustees

Date of Meeting: September 13, 2021

Time of Meeting: 5:00 p.m.

Meeting Location: In-person and Virtual

Present:

Donna Goldware– President  
Teresa Seipel - Vice President  
Harminster Gill  
Aaron Peters  
Dwight Tate  
Jenna Pontious  
Bianca Corales

Staff:

Erin Christmas, Library Director  
George Guzman, Administrative Services Manager  
Angela Henson, Sr. Management Analyst

**CALL TO ORDER**

The meeting was called to order at 5:18 p.m. by President Goldware and proceeded with the pledge of allegiance.

**Item 1 Public Comment**

There were no e-comments or public comments.

**Item 2 Approve August 9, 2021, Board of Library Trustees meeting minutes**

The minutes of the Board of Library Trustees meeting of August 9, 2021, were approved as presented.

Motion: Seipel  
Second: Pontious  
Ayes: Unanimous

**CONSENT CALENDAR**

**Item 3 Approval of Trust Fund Expenditures**

**Item 4 Formal Acceptance of Gift Fund Donations**

**Item 5 Incident Report**

Motion: Tate  
Second: Peters  
Ayes: Unanimous

DISCUSSION AND ACTION CALENDAR**Item 6 Architectural Design Services for the new City of Riverside SPC Jesus S. Duran Eastside Library**

Library Director Christmas provided an update on the on the selection of a proposed new site and Request for Proposal 1934 for Architectural Design Services for the New City of Riverside SPC Jesus S. Duran Eastside Library.

CannonDesign is working to identify the best location to situate an ideal direction for the entrance of the proposed new facility.

Dates will be forthcoming to have the design firm provide community engagement opportunities on this project for community members to provide input as it relates to how the new library may best meet their needs through space, services and programs

Costs associated with Phase 1 Design Services will be paid with Measure Z funds as approved by City Council on April 19, 2019. Sufficient funds in the amount of \$100,000 are available in the Eastside Library Project account 9907409-462050 Measure Z Fund 420.

No action taken.

**Item 7 Riverside Public Library Foundation's Literacy Legacy Naming Campaign of Main Library and Rooms**

Library Director Christmas informed the Board of Library Trustees of the goal of the Literacy Legacy campaign is to raise up to \$10 million to provide funds to the Riverside Public Library public technology replacement, increased materials budget for best sellers and online resources, and other special projects for all Riverside Public Library locations. Funds are intended to augment the Library annual General Fund budget.

As one way to raise these funds, RPLF and Library staff outlined an opportunity for the public to donate funds for the ability to name specific areas after themselves or their company. The pledge forms were included in the agenda packet. Areas to name include the entire building, specific rooms and areas of the Library and book stacks. Additionally, for a lower amount, donors can add their name to a donor wall to be established on a wall near the front entrance of the Library. Susan Toscano, President of RPLF spoke on the 5 year Literacy Legacy Naming Campaign.

This campaign will officially launch in late Fall/early Winter 2021 with a Gala fundraiser, date to be announced.

RPLF has received verbal commitments from donors for at least two spaces including the Carnegie Room (\$250,000) and Innovation Center (\$750,000).

No action taken.

**Item 8      Measure Z – Informational Report regarding Funding and Expenditures for the Main Library Construction Project**

Library Director Christmas provided an informational report and presentation on the Riverside Main Library grand opening ceremony on June 26, 2021, which was well attended by the community. Based on information gathered, 1,882 customers came into the Library, 834 books were checked out, and 459 new library cards were issued.

There are over 60,000 materials in the circulating collection, 250 special collections, 4,400 reels of microfilm in the Archive, 8,600 new books purchased, 60 laptops for public use anywhere in the library, 30 iPads for 2-week checkout, and many more items to support literacy. The new Main Library is approximately 42,000 square feet and consists of the following.

The total Measure Z funds in the amount of \$43.3 million have been previously allocated and were spent for the new Main Library Project.

No action taken.

**Item 9      National Library Card Sign-Up Month in September**

Library Director Christmas provided a report and presentation on National Library Card Sign-Up Month. The American Library Association has announced this year's Honorary Chair is Marley Dias. Signing up for a library card is the first step on the path towards academic achievement and lifelong learning. The Riverside Public Library had 11,770 new library card holders in January through December 2019 and 4,111 in January through December 2020.

Digital Library Cards can be obtained online at [RiversideCA.gov/Library](https://RiversideCA.gov/Library) or in-person at any library facility. On September 7, 2021, at the City Council meeting, Mayor proclaimed September as Library Card Sign-Up Month in the City of Riverside and encouraged everyone to sign up for their own library today.

No action taken.

Trustee Peters left the meeting at 5:45 p.m.

**Item 10 Determine whether Trustee Manzo's absence from the Board of Library Trustees meeting on August 9, 2021, should be recorded as excused or unexcused absence**

The Board of Library Trustees determined Trustee Manzo's absence from the Board of Library Trustees meeting on August 9, 2021, should be recorded as an unexcused absence.

Motion: Tate

Second: Pontious

Ayes: Goldware, Seipel, Gill, Tate, Pontious, and Corales

**Item 11 Determine whether Trustee Tate's absence from the Board of Library Trustees meeting on June 14, 2021, should be recorded as an excused or unexcused absence**

The Board of Library Trustees determined Trustee Tate's absence from the Board of Library Trustees meeting on June 14, 2021, should be recorded as an unexcused absence.

Motion: Tate

Second: Pontious

Ayes: Goldware, Seipel, Gill, Tate, Pontious, and Corales

BOARD OF DIRECTORS COMMUNICATION

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

No items reported

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

Library Director Christmas attended the Serving with a Purpose with the theme of how to tell your story.

**Item 14 Items for future Board of Library Trustees consideration as requested by Board**  
Trustees requested meeting date schedule through the end of the year; presentation on the new changes to the online catalog; kindle reading devices; book mobile at Hunter Park, Highgrove, and Canyon Crest. Panhandling and homeless at Jesus S. Duran Eastside Library.

**Adjournment**

Meeting Adjourned at 5:54 p.m.

Submitted by: Angela Henson

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Board of Library Trustee