RIVERSIDE PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES

Minutes of:	Board of Library Trustees
Date of Meeting:	July 22, 2019
Time of Meeting:	5:00 p.m.
Meeting Location:	Main Library
Present:	Jose Alcala - President Donna Goldware – Vice President Teresa Seipel – Secretary Dwight Tate Patricia House Linda Manzo Tom Evans arrived at 5:06 p.m.
Staff:	Erin Christmas, Library Director Vanessa Christman, Assistant Library Director Angela Henson, Sr. Management Analyst
Absent:	Michael Yonezawa

CALL TO ORDER
The meeting was called to order at 5:00 p.m. by President Alcala proceeding with the pledge of allegiance.

Item 1 **Public Comment**
There were no public comments.

Item 2 **Approve June 24, 2019, Board of Library Trustees meeting minutes**
The minutes of the Board of Library Trustees meeting of June 24 2019, were approved as presented.

Motion:	Goldware
Second:	Seipel
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 3-5 were approved.

Motion: Seipel
Second: House
Ayes: Unanimous

DISCUSSION AND ACTION CALENDAR

Item 6 **Recurring Update of the New Main Library**
Library Director Christmas provided an update on the construction of the library.

No action taken.

Item 7 **Recurring Update of the Specialist Jesus S. Duran Eastside Library Site Selection**
Library Director Christmas provided the following update on the project. Non mandatory pre bid proposal meeting on July 15, 2019, that included approximately 15 architectural firms to provide proposals for Phase 1 architectural design services to include concept designs and programming, site analysis, preliminary elevation renderings, project estimate for Phase 2 design and construction costs for a proposed new SPC Jesus S. Duran Eastside Library.

Staff will present to the Budget Engagement Commission regarding Phase 2 project estimate. Funding in the amount of $100,000 for Phase 1 is available in Measure Z Eastside Library Project Account.

No action taken.

Item 8 **Security Guard Services Update**
Library Director Christmas informed the Board that the additional unarmed Security Guard Services have begun full time service today at La Sierra Library with continued evening patrol services and part time services at Arlanza and Marcy. Measure Z funding in the amount of $122,000 was approved by the City Council on June 18, 2019.

No action taken.

Trustee Evans arrived at 5:06 p.m.

Item 9 **Determine whether Trustee Alcala's absence from the Board of Library Trustees meeting on June 24, 2019, should be recorded as an excused or unexcused absence**
The Board determined to excuse the absence of Trustee Alcala from the Board of Library Trustees meeting on June 24, 2019.

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

BOARD OF DIRECTORS COMMUNICATION

Item 10 **Brief reports on conferences, seminars and meetings attended by Board Members**
There were no reports discussed.

Item 11 **Brief reports on conferences, seminars and meetings attended by Library Director**
There were no reports discussed.

Item 12 **Items for future Board of Library Trustees consideration as requested by Board members**
Trustee Seipel requested an update on the process staff follow to purchase materials for the Library, including how vendors are selected.

Adjournment

Meeting Adjourned at 5:13 p.m.
Submitted by: Angela Henson

Board of Library Trustee