RIVERSIDE PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES

Minutes of:	Board of Library Trustees
Date of Meeting:	February 8, 2021
Time of Meeting:	5:00 p.m.
Meeting Location:	Virtual
Present:	Jose Alcala – President Donna Goldware - Vice President Teresa Seipel – Secretary Michael Yonezawa Dwight Tate Linda Manzo Tom Evans
Absent:	Aaron Peters
Staff:	Erin Christmas, Library Director George Guzman, Administrative Services Manager Angela Henson, Sr. Management Analyst Donna Finch, Principal Management Analyst

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**
There were no e-comments received.

Item 2 **Approve January 11, 2021, Board of Library Trustees meeting minutes**
The minutes of the Board of Library Trustees meeting of January 11, 2021, were approved as presented.

Motion:	Tate
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: Evans
Second: Yonezawa
Ayes: Unanimous

Trustee Seipel joined the virtual meeting at 5:03 p.m.

DISCUSSION AND ACTION CALENDAR

Item 6 **Riverside 2025 Strategic Plan - Presentation by Donna Finch, Principal Management Analyst, City Manager's Office** - The item was continued from the January 11, 2021, meeting.

Donna Finch, Principal Management Analyst from the City Manager's Office, provided a thorough presentation of the Riverside 2025 Strategic Plan and Priority Based Budgeting. The presentation included the Riverside 2025 Vision Statement, Cross-Cutting Threads, Strategic Priorities, Indicators and Goals for the Riverside 2025 Strategic Plan.

Priority Based Budgeting will help build an understanding of how much money the City spends on programs and determine how closely each of our programs align with the City Council's Strategic Priorities, which will in turn produce insights on how best to allocate City resources. This will give staff a better understanding of the resources available to the community.

No action taken.

Item 7 **Election of proposed slate of officers for President, Vice President and Secretary for a 1 year term**

The Board of Library Turstees considered the slated proposal of officers for President, Vice President and Secretary selected by the Nominating Committee comprised of Trustee Tate and Trustee Yonezawa and conduct the election of officers as required by the City Charter Section 804 and By Laws of the Board of Library Trustees Section 5(h).

Trustee Tate announced the slated proposal of officers as followed:

President: Goldware
Vice President: Seipel
Secretary: Manzo

Trustees voted on the announced slated proposal and was unanimous.

Motion: Tate
Second: Yonezawa
Ayes: Unanimous

Item 8 **Determine whether Trustee Goldware's absence from the Board of Library Trustees meeitng on January 11, 2021, should be recorded as excused or unexcused absence**

The Board of Library Trustees determined to excuse Trustee Goldware's absence from the meeting on January 11, 2021.

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

Item 9 **Determine whether Trustee Manzo's absence from the Board of Library Trustees meeitng on January 11, 2021, should be recorded as excused or unexcused absence**

The Board of Library Trustees determined to excuse Trustee Manzo's absence from the meeting on January 11, 2021.

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

Item 10 **Determine whether Trustee Evans absence from the Board of Library Trustees meeitng on January 11, 2021, should be recorded as excused or unexcused absence**

The Board of Library Trustees determined to excuse Trustee Evans absence from the meeting on January 11, 2021.

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

Item 11 **Book to Action Program**

Library Direct Christmas informed the Board that the Library will participate in the Book to Action Program which was approved by the California Center for the Book. The Library selected the book titled Choosing Civility, a book which focuses on being constantly aware of others and weaving restraint, respect, and consideration into the fabric of this awareness; by P.M. Forni. Components of the proposed Program include: 1.) Community Read and book discussion – by March 2021; 2.) Discussions with Johns Hopkins Civility Project, and 3.) Presentations with representative from UCR.

The Program is required to be completed by mid-June 2021 with a final report and survey due to the California Center for the Book in mid-July 2021. The total allocation of $1,000 will cover speaker fees and books to be given away to the community. The practice of the California Center for the Book is to not reimburse or offer funds directly to the Riverside Public Library. However, the books will be ordered directly by California Center for the Book and shipped to the Riverside Public Library. Invoices for speaker fees and giveaway books will be paid directly by California Center for the Book.

No action taken.

Item 12 New Main Library

Library Director Christmas provided a presentation of photographs taken in January of the new Main Library. The photographs include highlights such as exterior views from University Ave., the City Archive, Friends of the Library Bookstore, and the ground floor community room. Highlights for the interior include the third-floor innovation lab, children's area, quiet reading area, and terrace. The fourth-floor study rooms will have the Carnegie tables along with the Dorothy Daniels collection.

A grand opening date is still being determined pending the status of COVID 19 pandemic.

No action taken.

Item 13 Specialist Jesus S. Duran Eastside Library Update

Library Director Christmas informed the Board that on January 13, 2021, Library and General Services staff had a kickoff meeting with the CannonDesign team. Initial topics discussed were process, timeline, community meeting opportunities, and library program data. The intent is for City and CannonDesign staff to meet on an approximately biweekly through Phase 1 - Architectural Design Services for the New City of Riverside SPC Jesus S. Duran Eastside Library.

Phase I Design Services will be paid with Measure Z funds as approved by the 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.

BOARD OF DIRECTORS COMMUNICATION

Item 14 Brief reports on conferences, seminars and meetings attended by Board Members
None reported.

Item 15 Brief reports on conferences, seminars and meetings attended by Library Director
None reported.

Item 16 Items for future Board of Library Trustees consideration as requested by Board
None requested.

Adjournment

Meeting Adjourned at 5:58 p.m.
Submitted by: Angela Henson

Board of Library Trustee