Board of Library Trustees

City of Arts & Innovation

TO: **BOARD OF LIBRARY TRUSTEES** **DATE: SEPTEMBER 9, 2024**

FROM: **RIVERSIDE PUBLIC LIBRARY** **WARDS: ALL**

SUBJECT: **RECORD EXCUSED TRUSTEE ACUNA ABSENCE FROM THE AUGUST 12, 2024, REGULAR MEETING**

ISSUE:

Record the absence of Trustee Acuna from the August 12, 2024, regular meeting as excused.

RECOMMENDATION:

That the Board of Library Trustees record the absence of Trustee Acuna from the August 12, 2024, regular meeting as excused.

BACKGROUND:

Pursuant to the Board/Commission Attendance Policy Resolution No. 23976, Board Members shall make every effort to notify the administrative staff 24 hours prior to any regular meeting of his/her intent not to attend said meeting. The Board is required to express in its official minutes if the absence of the Board Member is excused or unexcused.

Pursuant to City Charter Section 805, if a member of a Board or Commission is absent from three consecutive regular meetings unless by permission of the Board or Commission expressed in its official minutes, the City Council can declare the office vacant.

DISCUSSION:

Trustee Acuna was ill and not able to attend the August 12, regular meeting.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Angela Henson, Principal Management Analyst
Approved by: Erin Christmas, Library Director