

**Board of Library Trustees** 

# TO: BOARD OF LIBRARY TRUSTEES

**DATE: JANUARY 13, 2025** 

FROM: RIVERSIDE PUBLIC LIBRARY

WARDS: ALL

# SUBJECT: RECORD EXCUSED TRUSTEE IVY ABSENCE FROM THE DECEMBER 9, 2024, REGULAR MEETING

#### ISSUE:

Record excused Trustee Ivy absence from the December 9, 2024, regular meeting.

#### **RECOMMENDATION:**

That the Board of Library Trustees record the absence of Trustee Ivy from the December 9, 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:

On December 9, 2024, Library staff received notification that Trustee Ivy would not be able to attend the December 9, 2024, regular meeting due to illness.

## FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by:	Angela Henson, Principal Management Analyst
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