



*City of Arts & Innovation*

## BOARD OF LIBRARY TRUSTEES MEETING MINUTES

MONDAY, November 10, 2025, 5 P.M.  
PUBLIC COMMENT IN PERSON/TELEPHONE  
ART PICK COUNCIL CHAMBER  
3900 MAIN STREET, RIVERSIDE, CA 92522

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PRESENT: Razzouk, Ellstrand, Smith , Ivy, Steinbrick and Corales  
ABSENT: Rojas, Acuna  
STAFF PRESENT: Erin Christmas and Jessica Herdina

The Board of Library Trustees meeting convened at 5:00 p.m.

### **Public Comment**

**Item 1** There were no public comments received.

### **Consent Calendar**

- Item 2 Minutes**
- Item 3 Approval of Trust Fund Expenditures**
- Item 4 Approval of Gift Fund Donations**
- Item 5 Summary of Incident Reports**

Motion: Ivy  
Second: Steinbrick  
Abstain: None  
Ayes: Razzouk, Ellstrand, Smith, Steinbrick and Ivy

### **Discussion and Action Calendar**

#### **Item 6 Library Department Overview and Employee Recognition**

Library Director, Erin Christmas, provided an overview of the Library Department, outlining its mission to create safe and welcoming public spaces, promote self-directed and life-long learning, support youth through technology-focused programs, ensure equitable access to information and public technology, and serve as a cultural arts and literacy hub with an emphasis on special collections.

The overview highlighted the Library's eight locations across the City including Main, Arlanza, Arlington, SSgt. Salvador J. Lara Casa Blanca, SPC Jesus S. Duran Eastside at Lincoln Park, La Sierra, Marcy, and Orange Terrace and the wide range of resources offered at each site. These resources include audiobooks, eBooks, databases, DVDs, local history materials, print collections, coding workshops, computer instruction, makerspace activities, and various other

learning programs. The update also included recognition of a Library Department employee.

There was no action taken.

### **Board and Directors Communication**

#### **Item 7 Receive a Recurring Update the SPC Jesus S. Duran Eastside Library**

Library Director Christmas, provided a recurring update on the SPC Jesus S. Duran Eastside Library project. She shared that, per the request of the Board of Library Trustees, staff will continue to bring standing updates as the project progresses. The Notice to Proceed was issued to Horizons Construction on October 13, 2025, and demolition of the C.H.E.E.R. building began on October 24, 2025. Photos from the construction site were provided. Additionally, on October 21, 2025, Library staff received an extension on the California State Library Targeted Grant to June 30, 2027, aligning the grant period with the duration of the project.

There was no action taken.

#### **Item 8 Brief reports on conferences, seminars, and meetings attended by Board Members.**

There were no comments from the board.

#### **Item 9 Brief reports on conferences, seminars, and meetings attended by Assistant Library Director.**

There were no comments from the board.

#### **Item 10 Items for future Board of Library Trustees consideration as requested by the Board Members. Only items that fall with the powers and duties of the Board of Library Trustees as set forth in the City Charter and/or the Riverside Municipal Code will be agendized for future discussion.**

Trustee Steinbrick requested a follow up update on physical violence security report.

President Corales adjourned the meeting at 5:20 p.m.

Respectfully submitted,

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Krista Ivy  
Board Secretary