



City of Arts & Innovation

## BOARD OF LIBRARY TRUSTEES MEETING MINUTES

MONDAY, MARCH 09, 2026, 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, Corales, Ivy, Steinbrick, and Samuels  
ABSENT: Jessica Rojas and Dominique 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**
- Item 6 Record Excused Trustee Ellstrand Absence from the February 9 meeting**
- Item 7 Approval of State Library Grant**
- Item 8 Approval of grant for Zip Book Project materials**
- Item 9 Accept furniture donation from Love Furniture**
- Item 10 Serving with a Purpose Conference**

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

### **Discussion and Action Calendar**

#### **Item 11 Receive and file Bylaws**

Director Christmas informed the Board that the ByLaws were brought back for review per the Board's request due to concerns about the scheduled meeting dates and locations. She presented the Board with two options, moving forward tonight by discussion, making any necessary changes, and approving the ByLaws as discussed or form an ad hoc committee to meet offline to review the ByLaws and bring recommendations back to the Board for a vote a later meeting.

Ad hoc committee consisting of President Steinbrick, Trustee Ivy, and Trustee Samuels will meet offline to bring back recommendations later for the Board to review. Trustee Ellstrand moved to accept the ad hoc committee, and the motion was seconded by Trustee Razzouk with the motion passing unanimously.

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

### **Item 12 Receive and file Board of Library Trustees Workplan 2026**

Erin Christmas, Library Director, provided a presentation of the 2026 workplan, highlighting 2025 accomplishments, including progress on the SPC Jesus S. Duran Eastside Library construction. She noted that Trustees reviewed the FY 2024-2026 proposed budget, ethics and material selection policies, incidents, donations, and trust fund expenditures. Erin Christmas noted that six potential goals have been identified to begin development of the 2026 workplan, building on efforts from the past two years.

There was no action taken.

### **Item 13 Receive and file report on the Riverside Reads 2026 Program**

Erin Christmas, Library Director, shared that the 2026 Riverside Reads title is *Slow Noodles* by Chantha Nguon. This title was chosen through a community-wide vote. The kickoff event took place on Saturday and featured a virtual author screening as well as a screening with the author's daughter as she is the voice of the audiobook. The screening was led by library staff that did a phenomenal job. along with food trucks to evoke the books' essence. Director Erin also shared the event schedule, which includes book discussions, lectures, and two off-site programs developed based on patron feedback.

There was no action taken.

### **Item 14 Receive and file report on modification to library hours**

Erin Christmas, Library Director presented information on upcoming Sunday closures. After reviewing library usage during the FY 2026-2028 budget process, staff found that Sunday attendance accounted for 11% of total usage from July 1, 2024, to June 30, 2025. As a result, the Alanza, Casa Blanca, Eastside, La Sierra, and Marcy branches will close on Sundays, while Arlington, Main, and Orange Terrace will remain open. The three open locations are strategically distributed across the City of Riverside so that closed branches are within four miles of an open location. The changes will take effect April 12, 2026. Director Erin noted the change is expected to improve staff morale as staff will receive two consecutive days off every three weeks and allow additional staffing at the busiest branches on Sundays. Library management are coordinating with Human Resources, SEIU, and City marketing to implement schedule changes and inform the community of the new closures.

Trustee Ivy asked how the community is expected to respond to the Sunday closures. Director Erin stated that while some community members may be disappointed, current data shows very low usage at approximately seven visitors per hour, making it financially difficult to maintain Sunday operation at all locations. She noted that overall, she anticipates the transition will be manageable for the community.

Trustee Steinbrick inquired about the maximum distance patrons would need to travel to an open location. Director Erin responded that the farthest distance would be approximately 3.7 miles from Casa Blanca to Arlington Library. She noted that the plan ensures no patron would need to travel more than four miles to reach an open branch. Director Erin also shared that staff will be available to provide bus route information for Sunday visits, and that the library book lockers and online resources will remain available all weekend.

Trustee Ivy inquired whether the Sunday closures are permanent or subject to seasonal changes. Director Erin responded that during the summer, the Casa Blanca and La Sierra libraries may open on Sundays from 1:30pm to 6:00p.m. if temperatures rise above the 97 degrees threshold. President Steinbrick asked about potential impacts on staff, and Director Erin stated that no staff impact is expected.

There was no action taken.

### **Board and Directors Communication**

**Item 15 Brief reports on Conferences, Seminars, and Meetings attended by Board Members**

Trustee Ivy shared that she recently attended the San Diego Bird Festival and heard an interesting keynote speaker about diversifying birdwatching. She noted that their public library provided backpacks containing binoculars and field guides and suggested a similar program could complement Riverside's park pass program, given the city's excellent birding opportunities.

**Item 16 Brief reports on conferences, seminars, and meetings attended by Library Director**

Erin Christmas, Library Director, shared that on Wednesday March 11 she will be attending the Ribbon Cutting for Blue Zone Certified Worksites starting at La Sierra library and then visiting all locations afterwards.

Erin Christmas, Library Director, shared that the Main Library will unveil new library cards celebrating the contest winners on March 21 at 10:00am. The new cards will begin circulating at that time, and a report.

Director Erin also shared that the ribbon cutting for the Ojos Del Tiempo corner will take place on April 2<sup>nd</sup> at 11 am at Casa Blanca Library.

Director Erin reported that the library will be closed in observance of Easter Sunday.

Director Erin reported that all library locations will be closed for Staff training with the Company *Safe at Your Library* on Friday April 10<sup>th</sup>.

President Steinbrick inquired about the origins of the company *Safe at Your Library*. Director Erin responded that the company is affiliated with Seattle Public Library, which manages their security, and that another representative is a Library Director from the State of California.

**Item 17 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 agendaized for future discussion.**

Vice President Ivy requested a regarding how the Code of Conduct addresses the unhoused population, as well as Patrons not permitted to sleep in the library. Director Erin noted that this discussion may have to be revisited in May or June, depending on the timing of relevant research.

President Steinbrick adjourned the meeting at 5:31 p.m.

Respectfully submitted,

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Krista Ivy  
Board Secretary