



City of Arts & Innovation

BOARD OF LIBRARY TRUSTEES MEETING MINUTES

MONDAY, MAY 11, 2026, 5 P.M.
PUBLIC COMMENT IN PERSON/TELEPHONE
ART PICK COUNCIL CHAMBER
3900 MAIN STREET, RIVERSIDE, CA 92522

PRESENT: Razzouk, Ellstrand, Acuna, Smith, Corales, and Steinbrick.
ABSENT: Jessica Rojas, Krista Ivy, Deion Samuels, Erin Christmas.
STAFF PRESENT: 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 Acuna and Trustee Rojas Absence from the March 9 meeting

Item 7 Record Excused Trustee Steinbrick, Ellstrand, Samuels, Smith, and Razzouk from the April 11 meeting

Motion: Ellstrand

Second: Corales

Abstain: None

Ayes: Razzouk, Ellstrand, Acuna, Smith, Corales, Steinbrick.

Discussion and Action Calendar

Item 8 Receive and file SPC Jesus S. Duran Eastside Library Update

Jessica Herdina, Library Assistant Director provided an update informing the Board that several members of the administrative team visited the construction site for the new SPC Jesus S. Duran Eastside Library on May 4. During the visit, they observed the concrete poured for the footings, as well as groundwork for the electrical, data, and plumbing systems. Construction remains on track with the concrete slab pour anticipated in the next few weeks. Administration is also

finalizing furniture selections and working with general services and library staff to begin the procurement process for the fixtures, furnishings, and equipment.

There was no action taken.

Item 9 Receive and file Lunch at the Library Grant Award

Jessica Herdina, Assistant Library Director informed the Board that the Library received notification from the California State Library on January 8, 2026, that it was awarded \$56,309 in grant funding for the Lunch at the Library Program for Fiscal Year 2025/26. The grant will support paid performers, activities, book giveaways, and ASL translation services at Main Library, La Sierra Library, and SPC Jesus S. Duran Eastside Library, as well as Pop-Up Park visits during the Summer Reading Program. The staff report for the grant will be presented to the Riverside City Council on June 9, 2026, to authorize receipt of the grant award and for the City Manager or his designee to execute the grant documents with the California State Library.

There was no action taken

Item 10 Receive and file Proposed Budget for Fiscal Year 2026/28

Jessica Herdina, Assistant Library Director, presented the Biennial Preliminary budget for Fiscal Year 2026/28. She explained that the library is primarily funded through the City's General fund, with Measure Z funds continuing to support debt payments for the Main Library and archives building. Budget projections remain relatively flat over the next two fiscal years, with slight increases related to employee cost-of-living adjustments.

Assistant Library Director Herdina highlighted two significant items in the proposed budget. First, the budget includes targeted savings associated with the Sunday hours adjustment, resulting in personnel savings of \$293,000 in FY 2026/27 and \$321,000 in FY 2027/28, along with security and janitorial savings of \$69,000 in FY 2026/27 and \$71,000 in FY 2027/28. The personnel savings will be achieved by keeping vacant one full time library associate, One full time library assistant, and four part-time library assistant positions. Staff noted These vacancies are expected to have minimal impact due to the closure of five library locations on Sundays.

The budget also includes a continued investment in library materials through a \$500,000 ongoing augmentation for new books and materials. Assistant Director Herdina noted that this funding was previously provided as one-time funding in the 2024/26 biennial budget, and the current recommendation is to make the increase ongoing.

The Budget Engagement Commission reviewed the proposal on April 9, 2026, and provided positive feedback on the overall budget. The Commission is scheduled to further discuss the proposed budget at its meeting on May 14, 2026, at 5:00 pm.

There was no action taken

Board and Directors Communication

Item 11 Brief reports on Conferences, Seminars, and Meetings attended by Board Members

Trustee Razzouk shared that she was honored to participate in the TEDx event held at La Sierra University on Friday, May 8, 2026. She noted that this was the sixth TEDx event hosted by the university.

Although the event has already taken place, the organizers are currently preparing to release the event videos and recordings online. Trustee Razzouk encouraged the trustees to watch the videos, particularly the local speaker Bob Marshall from Typewriter Muse, who was featured at the event.

She also shared that she will be providing booklets from the event to the trustees.

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

Jessica Herdina, Assistant Library Director, shared that this month library staff will be participating in the One Book, One Coast community reading program for California. This year's selected book is *They Called us Enemy* by George Takei; she noted that all library locations will be Handing out free copies.

She also shared that on May 16, 2026, the library will host an adult and teen book discussion at the Orange Terrace Library. On May 27, 2026, A history lecture titled family resilience and childhood perspectives of Japanese American incarceration will be held at Carbonation Brewing. In addition, on May 30, an adult book discussion will take place at the Main Library.

On Thursday, May 14, library staff along with two members of the Friends of the Library will attend the annual "serving with a purpose" conference at the Ontario Convention center. The conference is dedicated to Friends, foundations, and trustees, and the library staff that supports them. This year's theme is "Excellence begins with the Essential".

She also shared that the Summer Reading Program will begin on May 30, with the theme "Plant a Seed, Read!". The program is open to all ages, and the Summer Reading Guide is expected to be released in the coming weeks. A new element this year will be a survey to gather additional community feedback.

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 agendized for future discussion.

No requests from Trustees.

President Steinbrick adjourned the meeting at 5:22 p.m.

Respectfully submitted,

Jorge Rocha
Principal Management Analyst