



City of Arts & Innovation

BOARD OF LIBRARY TRUSTEES MEETING MINUTES

MONDAY, JUNE 9, 2025, 5 P.M.
PUBLIC COMMENT IN PERSON/TELEPHONE
ART PICK COUNCIL CHAMBER
3900 MAIN STREET, RIVERSIDE, CA 92522

PRESENT: Corales, Smith, Ivy, Acuna and Rojas
ABSENT: Steinbrick
STAFF PRESENT: Erin Christmas, Angela Henson, and Genesis Negrete-Farfan

The Board of Library Trustees meeting convened at 5:02 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 Incident Reports**
- Item 6 Record Excused Trustee Smith Absence from the May 12 meeting**

The Consent Calendar was approved as presented.

Motion: Smith
Second: Ivy
Abstain: None
Ayes: Corales, Ivy, Acuna and Rojas

Discussion and Action Calendar

- Item 7 Code of Ethics Annual Review – Presentation by Board of Ethics Member, Danielle Kilchenstein**

Danielle Kilchenstein, Board of Ethics Member, delivered a presentation on the annual review of the Code of Ethics and Conduct, as required by Riverside Municipal Code Section 2.78.110. The review included highlights of core values, prohibited conduct, and the upcoming Board of Ethics meeting on August 7, 2025, at 5 p.m. in the Art Pick Council Chamber, the Governmental Processes Committee on September 3, 2025, and the City Council to conduct a public hearing prior to the end of the year to consider all recommendations. Any

recommendations should be submitted to the Board of Ethics no later than July 31, 2025.

The Board discussed the importance of ethical standards in public service and expressed appreciation for the clarity of the Code and did not provide any recommendations.

There was no action taken.

Item 8 Review of Boards and Commissions Membership Structures, Roles, Potential Consolidation Opportunities, and Development of a Citywide Governance Resolution

Erin Christmas, Library Director, provided information to the Board of Library Trustees to conduct a review of the Board of Library Trustees membership structure, role, potential consolidation opportunities, and the development of a Citywide governance resolution and provide recommendations to the Board of Library Trustees staff.

The City Council has expressed ongoing interest in evaluating the structure and effectiveness of the City's Boards and Commissions. Over time, issues such as declining participation, difficulty achieving quorum, overlapping duties, and outdated structures have prompted discussion about possible restructuring, consolidation, or standardization efforts. The intent is to align advisory functions with City priorities, improve efficiency, and ensure meaningful community engagement. Boards and Commission have been requested to make recommendations on standardizing the governance framework like the Council's adopted Rules of Procedures and would cover the following:

- How members are appointed and number of members
- What each group's role and responsibilities are
- How meetings are run and quorum requirements
- What kind of training new members should receive
- What's expected of members in terms of participation and engagement

Trustees should submit any recommendations to Angela Henson via e-mail at ahenson@riversideca.gov by 5 p.m., June 13, 2025.

There were no actions taken.

Item 9 Receive a Recurring Update the SPC Jesus S. Duran Eastside Library

Erin Christmas, Library Director, provided an update on the SPC Jesus S. Duran Eastside Library to include that the former library location officially closed on April 11, 2025, and the City of Riverside terminated its lease with Sugarbush Properties on May 4, 2025. A temporary facility opened on May 6, 2025, at the Lincoln Park Community Center and welcomed over 40 patrons on opening day. The site offers a selection of new books, holds pick-up, free Wi-Fi access, weekly Storytimes, and senior tech help. Mobile Library services continue to operate Tuesday through Sunday throughout the Ward.

Director Christmas also announced that beginning June 20, 2025, the Mobile Library vehicle will be relocated from Taft Park to Patterson Park to better serve the community. Construction bids for the new facility are in final review, with the selected bid to be presented to City Council on July 15. Groundbreaking is anticipated 30 to 60 days following Council approval.

There was no action taken.

Board and Directors Communication

Item 10 Brief reports on conferences, seminars, and meetings attended by Board Members.

No comments from Trustees

Item 11 Brief reports on conferences, seminars, and meetings attended by Library Director.

Erin Christmas, Library Director, distributed the June calendar of events and Week 1 statistics for the Summer Reading Program (SRP). The SRP had an excellent kickoff and there was strong community participation and positive feedback from families. Lastly, Director Christmas highlighted the enthusiastic response across branches and praised staff efforts in making the first week a success.

Item 14 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.

Trustee Ivy requested a report on challenged books.

President Corales adjourned the meeting at 5:25 p.m.

Respectfully submitted,

Krista Ivy
Board Secretary