

Riverside Public Library

**MINUTES**

Board of Library Trustees

April 27, 2009

4:30 p.m.

**PRESIDENT NANCY MELENDEZ, PRESIDING**

**Present:**

Wendel Tucker  
Gary Christmas  
Susan Coffey  
Judith Runyon  
Wilbur Lopez  
Janet Lewis

**Absent:**

Gregory Bowers  
John Schreck

**Staff:**

Leonard Hernandez, Interim Library Director  
George Guzman, Administrative Services Manager  
Karen Cramer, Reference Manager  
Helene Luley, Chief Librarian  
Linda Brown, Sr. Account Clerk

**Guests:** Rina Gonzales, City attorney

Item #1

**CALL TO ORDER**

The meeting was called to order at 4:30 pm.

**PUBLIC COMMENT:**

No public comments were made at this time.

**CONSENT CALENDAR:**

Items#2-4 The minutes from the March 23, 2009 Board meeting were approved with one correction regarding the correct spelling of Judith Runyon's name.

**Motion: Wendel Tucker**

**Second: Gary Christmas**

**Ayes: All**

**DISCUSSION AND ACTION CALENDAR:**

Item #5

**Advice regarding Brown Act; the By Laws of the Board of Library Trustees and City's Rules of Procedures and Order of Business given by Rina Gonzales, City Attorney.** Rina stated that the Brown Act has certain requirements for the agenda

and posting. The agenda should be descriptive and the posting of the agenda needs to be available to the public 24 hours a day and posted 72 hours before the meeting.

Rina also stated that the procedures for the use of the Public comment cards are stated in the charter and bylaws. Public comment cards are to be filled out and given to Library Board of Trustees' Secretary prior to call of order.  
No public comments were made.

- Item #6 **Measure C: An overview of the Library's Budget given by Leonard Hernandez.** Leonard explained and distributed a handout indicating the dollars spent with Measure C money in comparison to the General Fund. Leonard accounted for increases in monies as stated in the notes. The handout also listed the hours of operation for the Library Branches along with increases and decreases in hours as noted.  
No public comments were made.

## **BOARD AND DIRECTORS COMMUNICATIONS**

- Item #7 **Facilities Report: Status report on the Casa Blanca Library Remodel and Rededication Event given by Leonard Hernandez.** Leonard reported that approximately one hundred people attended this event. He acknowledged and thanked all parties involved in making this event a success. This particular branch needed more computers to serve the community which was the primary reason for the remodel.

**Summary of Branch Security/Incident report for March 2009 given by Leonard Hernandez.** Leonard mentioned that only significant items are given on these reports. If a branch is not listed on the report then no significant incidences had occurred for that month.

- Item #8 **Directors Report: Status on Library staff, operations and programs given by Leonard Hernandez.** Leonard stated that both the main branch and other branches have been cross trained which allows for more flexibility with scheduling constraints. He also mentioned that he's in the process of redeveloping the workflow which includes a centralized communication center. Leonard reported that the "In-N-Out" reading program was a great success; the combined total for all branches is 3211 participants. Summer Reading Program is currently receiving responses from various sponsors. Both the Library Foundation and the Friends of the Library have donated \$5000 for the Summer Reading Program.

- Item #9 **Friends of the Library Update on Activities:** Doris Illes was not present.

- Item #10 **Library Foundation Update on Activities given by Virginia Fields.** Virginia reported that their Community Challenge Campaign is going well considering the current economic status. She is also working with Leonard Hernandez on the Orange Terrace Library Capital Campaign. The foundation will be donating \$80,000 this year for books at the Orange Terrace branch and intend to donate an additional \$80,000 next year for more books.

- Item #11 **Reschedule Board meeting for month of May due to Memorial Holiday**  
Motion to reschedule Board Meeting to May 18, 2009

**Motion: Wendel Tucker**  
**Second: Gary Christmas**  
**Ayes: All**

Item #12 **Brief report on conferences, seminars and meetings attended by Board Members.** **Nancy Melendez** made reference to article received by Mayor Ron Loveridge that contains an interesting article regarding Libraries and encouraged Board members to read the article. **Leonard** commented on the importance of Libraries making services and programs known to the community. **Gary Christmas** reported that he attended the *LA Times Book Fair*. He enjoyed speaking to the various authors that were present and highly encourages others to attend next year. **Nancy Melendez** acknowledged Helene's Retirement and thanked her for her 33 years of dedication and service.

Item #13 **Items for future Board of Library Trustees consideration as requested by Board Members.** **Janet Lewis** mentioned that the City Charter states that the Board of Library Trustees should be considered in the preparing the annual budget. **Leonard** will follow up on status of projected budget for next fiscal year. **Judith Runyon** mentioned that the Board had previously discussed the search for a Library Director. **Nancy Melendez** reported that according to her discussion with Asst. City Manager, Tom DeSantis; the City is not actively recruiting for this position due to the current budget constraints.

Item #14 **Adjournment**  
The meeting adjourned at 5:13 p.m.

Submitted by Robyn DeHoog

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Nancy Melendez, President

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Susan Coffer, Vice-President