

Riverside Public Library

MINUTES
Board of Library Trustees
August 24, 2009
5:00 p.m.

PRESIDENT NANCY MELENDEZ, PRESIDING

Present:

Nancy Melendez
Janet Lewis
Wendel Tucker
Gregory Bowers
Wilbum Lopez
Judith Runyon

Absent:

Gary Christmas
John Schreck
Susan Coffey

Staff:

Leonard Hernandez, Library Director
George Guzman, Administrative Services Manager
Karen Cramer, Reference Manager

Guests: None

Item #1

CALL TO ORDER

The meeting was called to order at 5:05 pm.

PUBLIC COMMENT:

- Marion Mitchell-Wilson – would like Library to be open till 9:00pm at least one night a month for cultural programming.
- Dawn Hassett – recommended Library to be open till 9:00pm a minimum one night a week.
- Molly Carpenter – stated opinion on importance of having Library open on Sundays and afternoon/evenings for students.
- Robert Saber – advocated importance of maintaining Link+ library service.

CONSENT CALENDAR:

Items #2-3 Approval of the consent calendar.

Motion to approve consent calendar

Second given

Ayes: All

DISCUSSION AND ACTION CALENDAR:

Item #4 **Discussion regarding the process for implementing Community input for the design of a new Downtown Library.**

- Nancy Melendez mentioned City Council recently approved library item to go forward with the design process for the Downtown Library.
- Several ideas were mentioned regarding the Board of Library Trustees hosting a community *charrette* for the new downtown library.
- Suggestions were made on how information would be obtained from the community: such as submitting recommendations via Library website or utilizing “monkey” survey.
- Discussion on when information from architects would be passed to Library Trustees and how this information would be disseminated to the community.
- Board agreed information would be passed along to sub-committee for further discussion.

BOARD AND DIRECTORS COMMUNICATIONS

Item #5 **Facilities Report: Overview on theme for Marcy Library relocation by Leonard Hernandez.**

- Meetings with the Architect have started regarding relocated Marcy Library.
- Councilmember Bailey is participating in theme discussion for Marcy Library.
- Working on implementing environmental themes and utilizing adjacent park for Library programming.
- Follow-up with City Manager regarding Boards previous suggestion on correlating AAA theme with Marcy Library.

Item #6 **Director’s Report: Update on proposed service hour changes for the Library System and supporting statistics. Presentation on improving marketing and placement of Library Material and collections by Leonard Hernandez.**

- Update on changes in Library service hours system wide.
- Board members discussed extending Downtown Library’s service hours on Thursday night to 9:00 every week or once a month.
- Motion by Board of Library Trustees to approve current Library service hours with the exception of Thursday nights for Downtown Library.

Motion: W. Tucker

Second: J. Lewis

Ayes: All

- Working on placement of collection and circulation ratios and making necessary adjustment for improvement.
- Discussion with Friends of the Library regarding relocation of Friend’s book-sale.

Update on Budget Sub-committee meeting by Jan Lewis.

- Discussed current level of personal staffing; 67 currently filled positions, 103 approved positions as of date of meeting.

- Redistribution and restructuring of staff core duties has been implemented due to current decrease in staffing levels.
- Discussed single shift staffing and issues pertaining to this adjustment.
- L. Hernandez indicated to the sub-committee that at the time of their meeting there were no more anticipated layoffs.
- Sub-committee would like copy of final budget prior to it going to City Council for approval.
- Priorities are: programming and filling senior library positions and management positions once economy starts improving.

Item #7 **Friends of the Library Update on Activities given by Doris Illes:**

- Continually receiving an abundance of donations.
- Reported on volunteer hours and statistics for the months of June and July.
- Will be contributing over \$47,000 to the Library this year.
- Working on CAP grant with Karen Cramer which will help fund First Sundays Program featuring Karen Rae Kraut.

Item #8 **Library Foundation Update on Activities by Molly Carpenter:**

- Annual Community Challenge Campaign will begin its third phase starting in September.

Item #9 **Brief report on conferences, seminars, and meetings attended by Board Members.** None

Item #10 **Items for future Board of Library Trustees consideration as required by Board members.**

- L. Hernandez will schedule a meeting for *charrette* subcommittee meeting with in the next two weeks.
- Discussion on changing closing hours to 9:00pm on Thursdays for Downtown Library.

Item # 11 **Adjournment**

- The meeting adjourned at 6:16 pm

Submitted by Robyn DeHoog

Nancy Melendez, President

Susan Coffey, Vice-President