

Riverside Public Library

**MINUTES**

Board of Library Trustees

January 25, 2010

5:00 p.m.

**PRESIDENT NANCY MELENDEZ, PRESIDING**

**Present:**

Nancy Melendez

Janet Lewis

Gary Christmas

Susan Coffey

Judith Runyon

Wilburn Lopez

John Schreck

**Absent:**

Wendel Tucker

Gregory Bowers

**Staff:**

Leonard Hernandez, Library Director

George Guzman, Administrative Services Manager

**Guests: Richard Milligan – Deputy City Attorney**

**Rina Gonzales – Deputy City Attorney**

Item #1

**CALL TO ORDER**

The meeting was called to order at 5:00 pm.

- Rina Gonzales reminded Board Members that a quorum is required in order for Board to meet according to the "Brown Act" which is state law.
- President Melendez stated that 24 hour notice must be given if Board Member is unable to attend meeting.

**PUBLIC COMMENT:**

- Anthony Ayala inquired about the status of renaming Casa Blanca Library.
- Marion Mitchell-Wilson spoke on Riverside's Art Walk and various Inlandia Events. Thanked Friends of the Library and the Board for continued support.
- Karen Wright spoke on public comment, minutes from prior Board meeting and Downtown Library expansion.
- Doug Shackelton spoke on concept plans for Downtown Library expansion.

**CONSENT CALENDAR:**

Items #2-4 Approval of the consent calendar.

**Motion to approve minutes with correction on Item #10 –Secretary Wilbum Lopez attended Volunteer Recognition Event.**

**Second given**

**Ayes: N. Melendez, J. Lewis, G. Christmas, S. Coffey, W. Lopez**

**Abstentions: John Schreck (absent on 10-26-09)**

**Judith Runyon (absent on 10-26-09)**

**Motion to approve consent calendar**

**Second given**

**Ayes: All**

## **DISCUSSION AND ACTION CALENDAR:**

**Item #5 Arlington Parcel Title Transfer given by Richard Milligan.**

- Request approval for transfer of title from the Board of Library Trustees to the City of Riverside regarding one of the five parcels that Arlington library currently occupies.

**Motion to approve resolution to allow for transfer of title of APN: 234112-047 to City of Riverside noting reference year 2009 changed to 2010.**

**Second given**

**Ayes: All**

**Item # 6 Downtown Library Design and Community Input Process: Review of Presentation and Community Input given by trustees Schreck and Lewis.**

- Design Ad-hoc committee met with Pfeiffer Architects and various interest groups from surrounding areas regarding the design of a new Downtown Library.
- Interest groups provided feedback and suggestions regarding design and layout of new building on current site.
- Design Ad-hoc committee will consider additional input and further discuss recommendations prior to submitting motion to Board.

## **PUBLIC COMMENT**

- Karen Wright spoke on costs associated of new Downtown Library expansion and temporary relocation during construction. Spoke on parking in Downtown Riverside.

**Item #7 Holiday Hours Adjustment Consideration: Recommendation to close libraries at 5:00 pm the day before Thanksgiving, Christmas and New Years as in previous years.**

**Motion to ratify actions taken to close libraries at 5:00pm the day before Thanksgiving, Christmas and New Years.**

**Second given**

**Ayes: All**

**Item #8 2010 Holiday Hours Adjustment given by L. Hernandez.**

- Requested Board to close Library on the 4<sup>th</sup> of July, Christmas Day and New Years Day as the City observes these Holidays on Fridays or Mondays. Requested closing Downtown Library and La Sierra Library on Easter Sunday which is not an observed City Holiday.

**Motion to close Libraries on Easter Sunday, 4<sup>th</sup> of July, Christmas Day and New Years Day.**

**Second given**

**Ayes: All**

**Item #9 Patron Rules of Conduct Review given by L. Hernandez.**

- Distributed procedures manual on Library Rules and Conduct.
- Staff will be enforcing that food and drink are only permitted in designated areas.
- Rules and Conduct manual will be revised to clarify designated areas for eating and drinking.
- Procedure on public material being distributed in the Library will be looked into.

**Public Comment**

- Karen Wright spoke on distribution of public material at the Library.

**BOARD AND DIRECTORS COMMUNICATIONS:**

**Item #10 Facilities Report: Update on Arlanza and Marcy Library construction and design given by L. Hernandez.**

- Construction of Arlanza Library is progressing and should be completed by summer of 2010.
- Distributed handout of projected layout and design of new Marcy Library.

**Public Comment**

- Karen Wright spoke on plans for new Marcy Library.

**Item #11 Directors Report: 2010 overview of library programs, projects, and goals given by L. Hernandez.**

- Working with Disney Corporation on volunteer incentives referred to as "Disney Days".
- Mentioned up coming Casa Blanca's Library open house event.
- Plans for Summer Reading Program are underway with the help of Friends and Foundation support.
- Inlandia events funded by the Friends will consist of one cultural arts program per month in addition to a writing workshop held every quarter at the Library.

**Item #12 Friends of the Library Update on Activities by Doris Illes:**

- Met with members from Library Board and Library Foundation and discussed working on projects being more visible to the public.
- Would like more representation on the Friends Board from citizens frequenting the branch libraries and their respective communities.

Item #13 **Library Foundation Update on Activities by Susan Rainey.**

- Mentioned the importance of unity amongst the library's support groups and their shared role in reaching out to the community.
- Annual campaign requests have been mailed.
- Received large grant of \$80,000 from Carpenter Foundation and plan on presenting check at City Council meeting.

Item #14 **Brief report on conferences, seminars, and meetings attended by Board Members.** None

Item #15 **Items for future Board of Library Trustees consideration as required by Board members.**

- Secretary Lopez inquired about private sources and allocations of money to refurbish and improve Chinese Pavilion as part of the new library plans.
- Update on design for new Downtown Library.
- Trustee Lewis requested copy of finalized 09-10 budget and preparation for 10/11 budget.
- Update on volunteer program regarding Disney Days.

Item #16 **Adjournment**

- The meeting adjourned at 6:14 pm

Submitted by Robyn DeHoog

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Nancy Melendez, President

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Susan Coffey, Vice-President