

Riverside Public Library

MINUTES

Board of Library Trustees

November 28, 2011

5:00 p.m.

PRESIDENT SUSAN COFFER, PRESIDING

Present:

Susan Coffe, Gary Christmas, Judith Runyon, Linda Ridgway, Nancy Melendez, Wilbum Lopez, Arnold Rowe

Late:

Greg Bowers

Absent:

Jan Lewis

Staff:

Tonya Kennon, Library Director

George Guzman, Administrative Services Manager

Cindie Krueger, Sr. Office Specialist

Item 1

Call to Order

The meeting was called to order at 5:00 p.m.

PUBLIC COMMENT:

- No Public Comment.

CONSENT CALENDAR:

Item 2, 3 and 4

Motion to approve items 2, 3 and 4 of the Agenda

Second Given

Ayes - Unanimous

Opposed – N/A

Abstention – N/A

DISCUSSION AND ACTION CALENDAR:

Item 5

Measure I

The board discussed Measure I successfully passing with 85%. The Measure I committee spoke about positive things about the measure.

Item 6

Report on BLT Activities to the Mayor and City Council

The Board President invited the trustees to attend the annual report on December 13th prior to the Council meeting at 6:15 pm.

Item 7

Library Rules of Conduct*

The Library Director requested proposed changes to the Library Rules of Conduct form to the Board. City is revising the “City Policy” and the library rules should reflect the City policy.

- Approved
- Second
- Ayes – unanimous
- Opposed – none
- Abstention – none

Approved revisions will be made to the “Library Rules of Conduct” following the meeting and posted for distribution to the public.

Item 8

Regulations for the use of the Meeting Rooms

The Library Director requested the board’s approval for changes with the Meeting Room regulations. Such changes include the library reserving the right to preempt any event for the Library or City-sponsored event, that the Library would make every reasonable effort to supply notice of any preemption to assist the group with reserving at another library branch, or another date. The Director was also asking for a change with the amount of events per year a group can reserve our meeting room(s), limiting it to twelve per year. Two more additions were requested to be made which involves addition of criteria that may exclude a group from reserving the room, and a representative may be required to show ID before setting up their event in the auditorium.

- Adopted
- Ayes – Unanimous
- Opposed – none
- Abstention – none

Approved revisions will be made to the “Regulations for the Use of Meeting Rooms” following the meeting and posted for distribution to the public.

BOARD AND DIRECTORS COMMUNICATONS:

Item 9

Overview of Library Programs, Operations, and Special Program Requests

- The Library Director discussed Measure I success.
- E-books were also discussed involving the 3M timeline has been pushed to March. January and February staff will be trained on the program.
- The Library will be hosting a Macbeth presentation at the Downtown branch in the auditorium on Friday December 9, 2011.
- Library will also be hosting a traveling Holocaust Exhibit, March 12th – 25th called “Courage to Remember”. A speaker will be at the exhibit as well.
- The March BLT meeting location has been moved to the Boardroom in the Administration office.
- The shelving move in the Children’s room is almost complete.
- UCR program coordinator with the GLUCK program will hold performances at the local library branches.
- Library applied for a Cal Grant for “California Reads” program. This includes 5 titles to choose from and “Farewell to Manzanar” has been chosen. A \$7,500 dollar grant has been awarded and the author of the

book has been contacted and has agreed to attend the event in May 2012.

- Item 10 **Friends of the Library Update on Activities**
- Activities included the Holiday Staff Party at the Art Center.
 - The Christmas sale is at the Downtown branch
 - Book sales volunteer meeting will be held at the Arlanza branch.
- Item 11 **Library Foundation Update on Activities**
Nothing to report
- Item 12 **Brief Report on Conferences, Seminars and Meetings Attended by Board Members**
- In service CALTAC training will occur at 8:30am on February 11, 2012 at the Downtown branch.
 - There will not be a board meeting in December due to the holidays.
 - Next meeting will be January 23rd at the Arlanza branch at 5pm.
- Item 13 **Items for Future Board of Library Trustees Consideration as Requested by Board Members**
Board member asked to have an item added to the January Agenda regarding having a Parliamentarian for the Board.
- Item 14 **Adjournment**
The meeting adjourned at 5:31 p.m.

Submitted by: Cindie Krueger

Susan Coffey, President

Gary Christmas, Secretary