

Riverside Public Library

MINUTES

Board of Library Trustees

October 24, 2011

5:00 p.m.

PRESIDENT SUSAN COFFER, PRESIDING

Present:

Susan Coffe, Gary Christmas, Linda Ridgway, Jan Lewis, Judith Runyon, Nancy Melendez, Wilbum Lopez, Arnold Rowe, Greg Bowers

Staff:

Tonya Kennon, Library Director
Cindie Krueger, Sr. Office Specialist
Rina Gonzalez, Deputy City Attorney
Diane Jenkins, Principle Planner

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

There was an error on the date for the October 24th Agenda – Item #2 has an incorrect date provided. The corrected date is “September 26th, 2011”. A motion was given with the corrected date and seconded.

Ayes - 7

Abstention – 1

No – N/A

DISCUSSION AND ACTION CALENDAR:

Item 5

Discuss Board Meeting Rotational Schedule

Board President presented the board members with the locations for 2012 rotational schedule for board meetings. They are as follows: January – Arlanza, April – Arlington, October – Orange Terrace.

The board seconded the rotational schedule for 2012

Ayes – Unanimous

Item 6

Discuss Rescheduling of December 2011 meeting

Board President addressed board members with a request to make each Board of Library Trustee meeting that are held in December, to be a “dark month” meaning there will not be a meeting in Decembers. The bi-laws state that there is a meeting each month on the 4th Monday. The members decided to continue

with December meetings and vote each year prior to the month to see if it will be rescheduled or not.

A motion was presented to only have December 2011 with no meeting. Motion was seconded.

Ayes – unanimous.

- Item 7 **Discuss Dark Meeting in July, 2012**
Discussion regarding not having a meeting in July 2012 will be delayed until a later date.
- Item 8 **Discuss Dates for Quarterly Visits from Board Members to Each Branch**
This item was not discussed as it is the same topic as ITEM #5.
- Item 9 **Discuss CALTAC Membership and Training**
Board President discussed membership for CALTAC. There is a training workshop needed for each Board Member to be trained for CALTAC. The members discussed dates that they would be available to participate in a 3 ½ hour training conference. Two dates were discussed. They include February 11th and 25th, 2012 from 9:00am – 12:30pm PST.
Board members seconded the dates
Ayes – Unanimous
- Item 10 **Downtown Library Environmental Impact Report Update**
Library Director spoke to the board and provided a brief update with the EIR process. It is still on schedule and the Notice of Public comments have concluded and the letters are being reviewed. Diane Jenkins was present and shared a concern with the public is parking and aesthetics with the new building. The next update should be provided in the spring of 2012.

BOARD AND DIRECTORS COMMUNICATONS:

- Item 11 **Overview of Library Programs, Operations, and Special Program Requests**
The Library Director discussed the opportunity to use the Carpenter Grant funds towards adding a family place to the library. This will be similar to story time provided at the branches, families will come to the library to do free play, stories [early learning], & weekly programming. The “Free and Learn” kiosk will be available at the downtown branch November – February and CBL, ALZ, ELC, (on loan from Rancho Cucamonga Library) DWN materials will be purchased from the grant.
- Item 12 **Friends of the Library Update on Activities**
Friends of the Library President updated the Board that they have chosen a new logo. She also discussed the book sale that started at the Downtown branch on October 21st which has a focus on holiday shopping. Measure I was discussed and library supporters are working on the campaign, in addition to volunteers.
- Item 13 **Library Foundation Update on Activities**

Library Foundation President provided an update on Measure I. A presentation was given at the City Council meeting and more signs are needed to be posted in additional neighborhoods. She spoke at the La Sierra/Arlanza Neighborhood Association asking for help and support for votes on the Measure.

Item 14 **Brief Report on Conferences, Seminars and Meetings Attended by Board Members**

The Board of Library Trustee President attended the Chili Cook-Off on October 19th dressed as Buzz Bee to support the Library Booth– all proceeds are donated to the United Way Inland Valley.

Trustee Jan Lewis and President Susan Coffey attended the Goeske Center Sr. Health Fair and “The Group” which Library Director attended in addition to some trustees.

Item 15 **Items for Future Board of Library Trustees Consideration as Requested by Board Members**

Board Vice President wanted to re-visit the topic of having a Music Program introduced at the library in addition to Toast Masters. *Board President had reminded that this topic had been addressed in prior meeting by interim Library Director.*

Area Commander contacted to have library areas patrolled more often for security issues. *It was addressed by Library Director, that RPD was invited to the October Staff Meeting to discuss any issues.*

Facility Issues – Toilets and floor drain at the Marcy Branch. *Addressed by Library Director that the issues are currently being addressed and toilets are being switched out.*

eBook update discussed: *Per Library Director - Contract has been approved, training begins, staff training and then roll-out to the public.*

Item 16 **Adjournment**

The meeting adjourned at 5:53 p.m.

Submitted by: Cindie Krueger

Susan Coffey, President

Gary Christmas, Secretary