

Riverside Public Library

MINUTES

Board of Library Trustees

September 26, 2011

5:00 p.m.

PRESIDENT SUSAN COFFER, PRESIDING

Present:

Susan Coffe, Gary Christmas, Linda Ridgway, Jan Lewis, Judith Runyon, Nancy Melendez, Wilbum Lopez

Absent:

Arnold Rowe, Greg Bowers

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

Abstention – N/A

DISCUSSION AND ACTION CALENDAR:

Item 5

Handout the Current Organizational Chart and Branch Contact Information

Board President spoke about a topic from last meeting regarding contact information for the branches. An organizational chart was provided to each of the board members so they can contact the branch manager to schedule an appointment to visit their branch.

BOARD AND DIRECTORS COMMUNICATONS:

Item 6

Overview of Library Programs, Operations, and Special Program Requests

Library Director provided the trustees with an overview of different programs and operations for the library.

- She opened with the progress of the 3M Cloud agreement for the City to begin using the product. Late October begins material selection for

eBooks, November staff training; product will be rolled out to public December or January.

- Shelving and other items have been purchased from Borders for a low cost way to enhance the children's room at the Downtown branch in addition to items that will be given to other branches.
- The library director also discussed the shifting in the Children's area at the downtown branch involving the teen space. A new floor plan with the shelving will be able to open up the children's story time area, creating a more functional space.
- Tech enhancements currently in progress include the library Website is in the process of being updated.
- Online self-registration is successful and more customers are taking advantage of it.
- There is a possibility of offering enhancements to library customers to allow customers to receive notifications via text in addition to email which currently exists for the customers.
- Read for the Record is October 6th - National literacy event that will be represented at the Downtown and Marcy Library branches.
- First Sunday starts back up October 2nd.

Item 7

Friends of the Library Update on Activities

The President had informed the board that the Friends of the Library is currently in the process of revising and updating their logo. She also mentioned that each branch has lowered the cost of their book bag in addition to old magazines are currently being removed from collection and will be sold on the Internet.

Item 8

Library Foundation Update on Activities

The Library Foundation President addressed the board with foundation updates as well as Measure I information.

- Foundation is currently wrapping up the campaign and those who have previously contributed to the campaign are being notified. Inserts have been included in the Public Utility bills.
- Measure I is into with campaign activity. Opening fundraiser was held September 15th as well as phone banking calls began last week as a way to notify individuals who are undecided, for and against the measure.
- Buttons and yard signs are ready to be displayed.
- Sample ballots and permanent absentee ballots will be delivered to residents during the first two weeks of October.

Item 9

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

Three board members, and Library Director, attended the Measure I fundraiser on September 15th.

Item 10

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

- Reminder to discuss "dark months" for Board Meetings in 2012
- Discuss dates for quarterly visits to each branch.
- Update on the EIR process

Item 11

Adjournment

The meeting adjourned at 5:29 p.m.

Submitted by: Cindie Krueger

Susan Coffey, President

Gary Christmas, Secretary