



LIBRARY BOARD OF TRUSTEES

CITY OF PALM SPRINGS, CALIFORNIA

www.palmspringslibrary.gov

REGULAR MEETING AGENDA WEDNESDAY, NOVEMBER 4, 2020 5:30 P.M.

Pursuant to Executive Order N-29-20, this meeting may be conducted by teleconference and there will be no in-person public access to the meeting location.

- To view/listen to the meeting live, please use the following link:
<https://us02web.zoom.us/j/85726719323> or call 1-669-900-6833, Meeting ID: 857 2671 9323.
- Submit your public comment to the Library Board of Trustees electronically. Material may be emailed to jeannie.kays@palmspringsca.gov. Transmittal prior to the start of the meeting is required. Any correspondence received during or after the meeting will be distributed to the Board and retained for the official record.
- You may provide telephonic comments by calling the Library Director at (760) 322-8375 by no later than 4:00 p.m. to be added to the public comment queue. At the appropriate time, a staff member will call you so that you may provide your public testimony to the Board.
- The meeting will be recorded and the audio file will be available from the Office of the City Clerk and will be posted on the City's YouTube channel, as soon as practicable.

TRUSTEES

Craig Borba, Ed. D.
Melissa Cronin
Juanita Garner

David Kelly, J.D., M.B.A.
Ed McBride

Palm Springs is an inclusive world-class city dedicated to providing excellent and responsive public services to enhance the quality of life for current and future generations.

Staff representative: Jeannie Kays, Director of Library Services, Palm Springs Public Library

1. **CALL TO ORDER - ROLL CALL**
2. **ACCEPTANCE OF THE AGENDA:** In order to meet Brown Act requirements, items may be added to the agenda only upon decision by a majority of the Board of Directors to add the item because of a need for immediate action. This Agenda was available for public access at the City Hall exterior bulletin board (west side of Council Chamber), and City Clerk's office on or before 5:30 p.m., October 28, 2020. A courtesy posting of this Agenda can be found on the Library's website at www.palmspringslibrary.org. Pursuant to the Government Code Section 54957.5, the designated office for inspection of public records in connection with the public meeting of the Library Board of Trustees is the office of the City Clerk, City Hall, at 3200 East Tahquitz Canyon Way, Palm Springs, California.

Acceptance of Agenda:

Motion: Second: Approved: Opposed: Abstention Names(s):

- 3. PUBLIC COMMENTS:** This time has been set aside for members of the public to address the Library Board of Trustees on Agenda items; and items of general interest within the subject matter within jurisdiction of the City. Although the Library Board of Trustees values your comments, pursuant to the Brown Act, it generally cannot take any action on items not listed on the posted Agenda. Three (3) minutes are assigned to each speaker.

4. CONSENT AGENDA

4. A. Meeting Minutes of October 7, 2020

4. B. Library Statistics

Acceptance of Consent Agenda:

Motion: Second: Approved: Opposed: Abstention Names(s):

5. ADMINISTRATIVE REPORTS

5. A. Friends of the Palm Springs Library

5. B. Palm Springs Public Library Foundation

5. C. Library Staff

6. TREASURERS REPORT

Acceptance of Treasurers Report:

Motion: Second: Approved: Opposed: Abstention Names(s):

7. DISCUSSION/ACTION ITEMS

7. A. Discussion with consultants, Library Strategies on next phase of Library Renovation project.

Motion: Second: Approved: Opposed: Abstention Names(s):

7. B. Report about Library Resolutions

Motion: Second: Approved: Opposed: Abstention Names(s):

7. C. Discussion about Library Trust Funds and long-term location of funds

Motion: Second: Approved: Opposed: Abstention Names(s):

7. D. Report on Interest Income earned Fiscal Year 2020

Motion: Second: Approved: Opposed: Abstention Names(s):

8. TRUSTEE/STAFF COMMENTS/FUTURE AGENDA ITEMS

- 9. ADJOURNMENT:** The meeting of the Library Board of Trustees will adjourn to its next regularly scheduled meeting at 5:30 p.m. on Wednesday, December 2, 2020 in the Large Conference Room at Palm Springs City Hall or virtually.

The Palm Springs Public Library Board of Trustees meets at 5:30 p.m. on the 1st Wednesday of every month, unless noted otherwise, virtually or in the Large Conference Room at Palm Springs City Hall, 3200 East Tahquitz Canyon Way, Palm Springs, CA.

THE PUBLIC IS INVITED TO PARTICIPATE

COMMITTEES:

STANDING:

ADVOCACY	KELLY
BUDGET	KELLY/MCBRIDE
BUILDINGS	BORBA
POLICIES/BYLAWS	BORBA/MCBRIDE


AD HOC:

FOUNDATION	BORBA/MCBRIDE
FRIENDS	KELLY
MEASURE J	KELLY/MCBRIDE

AFFIDAVIT OF POSTING

State of California)
County of Riverside) ss.
City of Palm Springs)

I, Jeannie Kays, Director of Library Services of the City of Palm Springs, California, hereby certify this Agenda was delivered to each member of the Library Board of Trustees, provided to all parties who have requested such notice, posted at City Hall before 5:30 p.m., on October 28, 2020, and posted on the City's website as required by established policies and procedures.



Jeannie Kays, MLIS
Director of Library Services

PUBLIC NOTICES

Pursuant to G.C. Section 54957.5(b)(2) the designated office for inspection of records in connection with the meeting is the Office of the Library Director, Palm Springs Public Library, 300 S. Sunrise Way. Complete Agenda Packets are available for public inspection at: Palm Springs Public Library. Agenda and staff reports are available on the City's website www.palmspringsca.gov. If you would like additional information on any item appearing on this agenda, please contact the Director of Library Services at (760) 322-8375.

It is the intention of the City of Palm Springs to comply with the Americans With Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, If you will need special assistance beyond what is normally provided, the City will attempt to accommodate you in every reasonable manner. Please contact Lisa Brock at 760-322-8387 to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

PALM SPRINGS PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES
MINUTES

Palm Springs Public Library
Teleconference via Zoom

October 7, 2020

1. CALL TO ORDER

President Pro Tem Borba called the meeting to order at 5:35 p.m.

ROLL CALL

PRESENT

Craig Borba	Yes
Melissa Cronin	Yes
Juanita Garner	Yes
David Kelly	Yes
Ed McBride	No

STAFF PRESENT: Jeannie Kays, Director of Library Services.

CITY STAFF PRESENT: Lisa Brock, Library Operations and Collection Manager.

PUBLIC PRESENT: None.

2. CHANGES OR ADDITIONS TO THE AGENDA: None.

MOTION: (Garner/Kelly, 4-0) To approve the agenda.

3. PUBLIC COMMENTS: None.

4. CONSENT AGENDA

MOTION: (Kelly/Garner, 4-0) To approve the consent agenda.

4. A. Meeting Minutes of September 2, 2020

4. B. Library Statistics

5. ADMINISTRATIVE REPORTS

5. A. Friends of the Palm Springs Library

No Report.

5. B. Palm Springs Public Library Foundation

No Report.

5. C. Library Staff

The Library is not open to indoor service but we have pickup service for library materials, printing, and craft kits. In September, we had 1,078 appointments (about 250 appointment a week).

Free Wi-Fi is available in the parking lot. The best area is at the north end of the parking lot.

Maracas Craft Along went well. Gave away 50 craft kits.

Partnering with Boys and Girls Club to get books to their children in learning pods, all-day care for students.

Our September adult virtual program was Paper Bag Caramel Corn with Librarian Sharon Ballard.

Virtual Programming:

Weekly story times Facebook Live

Teen live events in October

This month's Craft Along: Paper bag scarecrow

Teen Take and Make: Pumpkin-carving contest

Adult Craft Along: Harry Potter potions bottles

During the week of Halloween, anyone who uses our Library-A-Go-Go service will get a treat bag.

First Live Zoom lecture: Medicare 101 was October 1. Recording is available on YouTube.

Continuing Book Clubs on Zoom

Census 2020 deadline extended to October 31.

Palm Springs Library will be a Voter Assistance Center October 31-November 3.

Saturday-Monday 9-5, Election Day, 7 am-8 pm.

Palm Springs Locations:

- Demuth Community Center
- James O. Jessie Desert Highland Unity Center
- Palm Springs Public Library

Welwood Murray Memorial Library: Someone kicked in the front window. The suspect was arrested and the glass is being repaired.

Friends of the Palm Springs Library pledged \$125,000 to fund virtual programs, ongoing services like Career Online High School, and fish pond maintenance. \$84,000 of the \$125,000 gift includes funds for books, DVDs, and eBooks.

6. TREASURERS REPORT

Treasurer Kelly reported the Library Trust Fund balance is \$1,946,049.75. Treasurer Kelly asked Director Kays to confirm with the City Finance Department that the \$4,000 that was added to the cash account was all the interest income for the year or if they expect adjustments to that and if so when.

MOTION: (Cronin/Garner, 4-0) To accept the Treasures Report.

7. DISCUSSION/ACTION ITEMS

7. A. Consider Approval of Library Annual Report

Director Kays presented the Library Annual Report. In past years, the report was printed and copies were available at the Library and City Hall but due to budgetary constraints this year, the report will just be posted on the Library website and presented to City Council. Treasurer Kelly suggested adding a cover letter to the Annual Report describing the successes of Library A-Go-Go and its impact on the community.

MOTION: (Kelly/Cronin, 4-0) To accept the Library Annual Report.

7. B. Request for funds to supplement library budget totaling \$77,000

Director Kays gave the report. Due to the COVID-19 crises, the Library Operational budget was decreased by 37%. The Library is asking the Trustees for \$77,000 to help supplement the budget. \$50,000 for books and DVDs and \$27,000 to upgrade the hardware on the automated materials handling unit. These funds would bring the book budget to 80%-90% of last year's budget. The Friends of the Palm Springs Library gave \$84,000 for books. The trustees feel the hardware upgrade should be paid for by the City and proposed writing a letter to City Council asking them to pay for it.

MOTION: (Kelly/) To approve \$20,000 for DVDs, request that City Council pay for the Automated Materials Handling Unit hardware upgrade, and send a letter to the Foundation with the budget.

Amended to:

MOTION: (Kelly/Cronin, 4-0) To approve \$20,000 for DVDs and \$5,000 for Adult Nonfiction, request that City Council pay for the Automated Materials Handling Unit hardware upgrade, and send a letter to the Foundation with the budget.

7. C. Status of Library PR Campaign: Provide direction on balance of funds

Director Kays gave an update on the PR campaign and the available balance.

MOTION: (Kelly/Cronin, 4-0) To leave the \$5,000 in the account to be reviewed at a later date.

7. D. Report on Social Media Demographics

Director Kays gave the report.

7. E. Report about Library Resolutions

Discussion postponed until November meeting.

7. F. Discussion about Library Trust Funds and long-term location of funds

No action.

7. G. List of current questions for library consultant regarding library planning – Report only

No action. Further discussion at November meeting.

8. TRUSTEE/STAFF COMMENTS/FUTURE AGENDA ITEMS

None.

9. ADJOURNMENT

The October meeting adjourned at 7:24 p.m.

RESPECTFULLY SUBMITTED,

**Jeannie Kays
Director of Library Services**

September 2020 vs. September 2019

LIBRARY STATISTICS	Sep-20	Sep-19	%CHANGE
MATERIALS CHECKED OUT (Total)	13,840	40,207	-75%
Print	4,763	16,802	-72%
Media	3,767	17,487	-78%
Other (Downloadable & In-house)	5,310	5,918	-10%
LIBRARY CARD REGISTRATIONS (Total)	129	353	-63%
Palm Springs Resident	61	189	-68%
California Resident	68	154	-56%
Out of State and/or Fee Cards	0	10	-100%
DOOR COUNT (Main)	0	15,506	-
DOOR COUNT (WMML)	0	3,316	0%
PUBLIC COMPUTER SESSIONS (Main)	0	3,120	-
PUBLIC COMPUTER SESSIONS (WMML)	0	1,778	-
WiFi COMPUTER SESSIONS (Main)	28	292	-
WiFi COMPUTER SESSIONS (WMML)	0	294	-
PROGRAM ATTENDANCE	0	558	-
Pre-School	0	177	-
School Age	0	197	-
Family	0	42	-
Teen	0	49	-
Adult	0	93	-
NO.OF PROGRAMS (Total)	0	22	-
Pre-School	0	4	-
School Age	0	4	-
Family	0	2	-
Teen	0	5	-
Adult	0	7	-
VIRTUAL PROGRAMMING (Total)	16	0	-
Pre-School	4	0	-
School Age	0	0	-
Family	1	0	-
Teen	0	0	-
Adult	11	0	-
LIVE ATTENDANCE (Total)	90	0	-
Pre-School	21	0	-
School Age	0	0	-
Family	0	0	-
Teen	0	0	-
Adult	69	0	-
ON-DEMAND VIEWING (Total)	243	0	-
Pre-School	63	0	-
School Age	0	0	-
Family	44	0	-
Teen	0	0	-
Adult	136	0	-
VOLUNTEER HOURS	0	294	-
ILL REQUESTS FROM OTHER LIBRARIES	0	108	-
NO. OF DAYS OPEN (Main)	0	23	-
NO. OF DAYS OPEN (WMML)	0	30	-
NO. OF PASSPORTS PROCESSED	0	n/a	-
PHOTOS	0	n/a	-

SELECTION CRITERIA: genledgr.fund='151'
 ACCOUNTING PERIOD: 3/21

FUND - 151 - LIBRARY ENDOWMENT

ACCOUNT	TITLE	DEBITS	CREDITS
11010	Cash	1,944,049.75	
11110	Unrealized Investments	.00	
TOTAL RETAINAGE		1,944,049.75	.00
12120	Accounts Receivable	.00	
12215	Accrued Interest Rec	2,925.66	
12418	Notes Receivable	80,000.00	
TOTAL Receivables		82,925.66	.00
16151	Prepaid Expenses	.00	
TOTAL Other Assets		.00	.00
TOTAL ASSETS		2,026,975.41	.00
21100	Accounts Payable - System		.00
21112	Sales Tax Payable		.00
TOTAL Accounts Payable		.00	.00
21201	Accrued Wages Payable		.00
TOTAL Wages Payable		.00	.00
23287	Deposits Payable		.00
TOTAL Other Liabilities		.00	.00
TOTAL LIABILITIES		.00	.00
29306	Budgeted Transfers-Out		.00
29322	Transfers to Other Funds		.00
29341	Reserves for Encumbrances		.00
29342	Resrv for Continuing Appr		.00
29348	RESERVE FOR LIB ENDOWMENT		.00
TOTAL Fund Balance		150,308.36	2,177,283.77
TOTAL EQUITIES		150,308.36	2,177,283.77
TOTAL LIBRARY ENDOWMENT		2,177,283.77	2,177,283.77
TOTAL REPORT		2,177,283.77	2,177,283.77

SUNGARD PENTAMATION - FUND ACCOUNTING MANAGER
 DATE: 10/12/20
 TIME: 09:29:10

CITY OF PALM SPRINGS
 REVENUE AUDIT TRAIL

PAGE NUMBER: 1
 AUDIT41

SELECTION CRITERIA: orgn.fund='151' and revledgr.account='36101'
 ACCOUNTING PERIODS: 1/21 THRU 3/21

(INACTIVE ACCOUNTS INCLUDED)

SORTED BY: FUND,FUNCTION,DEPARTMENT,1ST SUBTOTAL,2ND SUBTOTAL,ACCOUNT,ACCOUNT,PERIOD

TOTALED ON: FUND,FUNCTION,DEPARTMENT,1ST SUBTOTAL,ACCOUNT,PERIOD

PAGE BREAKS ON: FUND,FUNCTION,DEPARTMENT

ACCOUNT DATE	T/C	RECEIVE	REFERENCE	PAYER/VENDOR	BUDGET	RECEIPTS	RECEIVABLES DESCRIPTION	CUMULATIVE BALANCE
36101							INTEREST INCOME	
151-2							- LIBRARY ENDOWMENT	
36101					.00	.00	INTEREST INCOME	
					.00		07/06/20 12-1	
					.00	.00	TOTAL PERIOD 1	.00
					.00	.00	TOTAL INTEREST INCOME	.00
					.00	.00	TOTAL 1ST SUBTOTAL - USE OF MONEY	.00
					.00	.00	TOTAL DEPARTMENT -	.00
					.00	.00	TOTAL FUNCTION - SPECIAL REVENUE FUNDS	.00
					.00	.00	TOTAL FUND - LIBRARY ENDOWMENT	.00
					.00	.00	TOTAL REPORT	.00

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

SUNGARD PENTAMATION - FUND ACCOUNTING MANAGER
 DATE: 10/12/20
 TIME: 09:30:08

CITY OF PALM SPRINGS
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
 EXPSTA11

SELECTION CRITERIA: orgn.fund='151' and orgn.orgn1='50' and orgn.orgn2='2752'
 ACCOUNTING PERIOD: 3/21

SORTED BY: FUND,FUNCTION,DEPARTMENT,1ST SUBTOTAL,2ND SUBTOTAL,ACCOUNT
 TOTALED ON: FUND,FUNCTION,DEPARTMENT,1ST SUBTOTAL
 PAGE BREAKS ON: FUND,FUNCTION,DEPARTMENT

FUND-151 LIBRARY ENDOWMENT
 FUNCTION-50 LIBRARY
 DEPARTMENT-2752 LIBRARY TRUST
 1ST SUBTOTAL-4200 MTRLS, SUPPLIES & SVCS

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
42195	SPECIAL DEPT SUPPLIES	52.81	.00	.00	.00	52.81	.00
42530	DUES & SUBSCRIPTIONS	3,750.00	.00	.00	.00	3,750.00	.00
44051	FRIENDS OF THE LIBRARY	100.00	.00	.00	.00	100.00	.00
	TOTAL MTRLS, SUPPLIES & SVCS	3,902.81	.00	.00	.00	3,902.81	.00
50004	FUTURE LIBRARY PROJECTS	1,565,895.59	.00	.00	.00	1,565,895.59	.00
51026	TRUST FUND BOOKS	13,282.22	.00	.00	.00	13,282.22	.00
51031	KROPITZER TRUST DONATION	216,665.74	.00	.00	.00	216,665.74	.00
51036	WELWOOD PATIO	147,308.36	.00	147,308.36	.00	.00	100.00
51040	PR LIBRARY CAMPAIGN	8,263.46	2,000.00	1,000.00	2,000.00	5,263.46	36.30
	TOTAL CAPITAL	1,951,415.37	2,000.00	148,308.36	2,000.00	1,801,107.01	7.70
	TOTAL LIBRARY TRUST	1,955,318.18	2,000.00	148,308.36	2,000.00	1,805,009.82	7.69
	TOTAL LIBRARY	1,955,318.18	2,000.00	148,308.36	2,000.00	1,805,009.82	7.69
	TOTAL LIBRARY ENDOWMENT	1,955,318.18	2,000.00	148,308.36	2,000.00	1,805,009.82	7.69
	TOTAL REPORT	1,955,318.18	2,000.00	148,308.36	2,000.00	1,805,009.82	7.69

SUNGARD PENTAMATION - FUND ACCOUNTING MANAGER
 DATE: 10/12/20
 TIME: 09:31:05

CITY OF PALM SPRINGS
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 1
 AUDIT21

SELECTION CRITERIA: orgn.fund='151' expledgr.key_orgn='2752' and expledgr.account='50004'
 ACCOUNTING PERIODS: 1/21 THRU 3/21

SORTED BY: FUND,FUNCTION,DEPARTMENT,1ST SUBTOTAL,2ND SUBTOTAL,ACCOUNT

TOTALED ON: FUND,FUNCTION,DEPARTMENT,1ST SUBTOTAL

PAGE BREAKS ON: FUND,FUNCTION,DEPARTMENT

FUND - 151 - LIBRARY ENDOWMENT
 DEPARTMENT - 2752 - LIBRARY TRUST

ACCOUNT DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
50004								FUTURE LIBRARY PROJECTS	
151-50-2752-2752 - LIBRARY TRUST									
50004					.00	.00	.00	BEGINNING BALANCE	
07/06/20	11-1				.00			POSTED FROM BUDGET SYSTEM	
07/23/20	13-1				1,545,441.27			CARRYOVER 19-20 TO 20-21	
07/27/20	13-1				1,545,441.27			CARRYOVER 19-20 TO 20-21	
07/27/20	13-1				-1,545,441.27			CORRECT CO 19-20 TO 20-21	
07/27/20	13-1				20,454.32			CARRYOVER 19-20 TO 20-21	
					TOTAL FUTURE LIBRARY PROJECTS	1,565,895.59	.00		1,565,895.59
					TOTAL 1ST SUBTOTAL - CAPITAL	1,565,895.59	.00		1,565,895.59
					TOTAL DEPARTMENT - LIBRARY TRUST	1,565,895.59	.00		1,565,895.59
					TOTAL FUNCTION - LIBRARY	1,565,895.59	.00		1,565,895.59
					TOTAL FUND - LIBRARY ENDOWMENT	1,565,895.59	.00		1,565,895.59
					TOTAL REPORT	1,565,895.59	.00		1,565,895.59

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

SUNGARD PENTAMATION - FUND ACCOUNTING MANAGER
 DATE: 10/12/20
 TIME: 09:31:50

CITY OF PALM SPRINGS
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 2
 EXPSTA11

SELECTION CRITERIA: orgn.fund='001' and orgn.orgn1='50' and orgn.orgn2='2710'
 ACCOUNTING PERIOD: 3/21

SORTED BY: FUND,FUNCTION,DEPARTMENT,1ST SUBTOTAL,2ND SUBTOTAL,ACCOUNT
 TOTALED ON: FUND,FUNCTION,DEPARTMENT,1ST SUBTOTAL
 PAGE BREAKS ON: FUND,FUNCTION,DEPARTMENT

FUND-001 GENERAL FUND
 FUNCTION-50 LIBRARY
 DEPARTMENT-2710 LIBRARY
 1ST SUBTOTAL-4900 SPECIAL CHARGES

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
TOTAL LIBRARY		2,370,860.36	227,864.15	133,760.58	577,542.00	1,659,557.78	30.00
TOTAL GENERAL FUND		2,370,860.36	227,864.15	133,760.58	577,542.00	1,659,557.78	30.00
TOTAL REPORT		2,370,860.36	227,864.15	133,760.58	577,542.00	1,659,557.78	30.00

SELECTION CRITERIA: genledgr.fund='151'
 ACCOUNTING PERIOD: 13/20

FUND - 151 - LIBRARY ENDOWMENT			
ACCOUNT	TITLE	DEBITS	CREDITS
11010	Cash	1,936,910.75	
11110	Unrealized Investments	.00	
TOTAL RETAINAGE		1,936,910.75	.00
12120	Accounts Receivable	.00	
12215	Accrued Interest Rec	2,925.66	
12418	Notes Receivable	90,000.00	
TOTAL Receivables		92,925.66	.00
16151	Prepaid Expenses	.00	
TOTAL Other Assets		.00	.00
TOTAL ASSETS		2,029,836.41	.00
21100	Accounts Payable - System		861.00
21112	Sales Tax Payable		.00
TOTAL Accounts Payable		.00	861.00
21201	Accrued Wages Payable		.00
TOTAL Wages Payable		.00	.00
23287	Deposits Payable		.00
TOTAL Other Liabilities		.00	.00
TOTAL LIABILITIES		.00	861.00
29306	Budgeted Transfers-Out		.00
29322	Transfers to Other Funds		.00
29341	Reserves for Encumbrances		.00
29342	Resrv for Continuing Appr		.00
29348	RESERVE FOR LIB ENDOWMENT		.00
TOTAL Fund Balance		255,985.63	2,284,961.04
TOTAL EQUITIES		255,985.63	2,284,961.04
TOTAL LIBRARY ENDOWMENT		2,285,822.04	2,285,822.04
TOTAL REPORT		2,285,822.04	2,285,822.04

SUNGARD PENTAMATION - FUND ACCOUNTING MANAGER
 DATE: 10/22/20
 TIME: 17:25:22

CITY OF PALM SPRINGS
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 1
 AUDIT21

SELECTION CRITERIA: orgn.fund='151' expledgr.key_orgn='2752' and expledgr.account='50004'
 ACCOUNTING PERIODS: 1/20 THRU 13/20

SORTED BY: FUND,FUNCTION,DEPARTMENT,1ST SUBTOTAL,2ND SUBTOTAL,ACCOUNT

TOTALED ON: FUND,FUNCTION,DEPARTMENT,1ST SUBTOTAL

PAGE BREAKS ON: FUND,FUNCTION,DEPARTMENT

FUND - 151 - LIBRARY ENDOWMENT
 DEPARTMENT - 2752 - LIBRARY TRUST

ACCOUNT DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
50004								FUTURE LIBRARY PROJECTS	
151-50-2752-2752								LIBRARY TRUST	
50004					.00	.00	.00	BEGINNING BALANCE	
06/28/19	11-1				4,900.00			POSTED FROM BUDGET SYSTEM	
09/23/19	13-3				1,648,041.27			BUD ADJ 9/23-1CA LIB 151	
10/01/19	25-3		10/1-08B		-23,500.00			BUD ADJ 10/1-08B	
10/01/19	25-3		10/1-09B		-39,000.00			BUD ADJ 10/1-09B	
10/16/19	25-4		10/16-14		-20,000.00			BUD ADJ 10/16-14B	
10/16/19	25-4		10/16-15		-25,000.00			BUD ADJ 10/16-15B	
				TOTAL FUTURE LIBRARY PROJECTS	1,545,441.27	.00	.00		1,545,441.27
				TOTAL 1ST SUBTOTAL - CAPITAL	1,545,441.27	.00	.00		1,545,441.27
				TOTAL DEPARTMENT - LIBRARY TRUST	1,545,441.27	.00	.00		1,545,441.27
				TOTAL FUNCTION - LIBRARY	1,545,441.27	.00	.00		1,545,441.27
				TOTAL FUND - LIBRARY ENDOWMENT	1,545,441.27	.00	.00		1,545,441.27
				TOTAL REPORT	1,545,441.27	.00	.00		1,545,441.27

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

SUNGARD PENTAMATION - FUND ACCOUNTING MANAGER
 DATE: 10/22/20
 TIME: 17:24:24

CITY OF PALM SPRINGS
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
 EXPSTA11

SELECTION CRITERIA: orgn.fund='151' and expledgr.key_orgn='2752'
 ACCOUNTING PERIOD: 13/20

SORTED BY: FUND,FUNCTION,DEPARTMENT,1ST SUBTOTAL,2ND SUBTOTAL,ACCOUNT
 TOTALED ON: FUND,FUNCTION,DEPARTMENT,1ST SUBTOTAL
 PAGE BREAKS ON: FUND,FUNCTION,DEPARTMENT

FUND-151 LIBRARY ENDOWMENT
 FUNCTION-50 LIBRARY
 DEPARTMENT-2752 LIBRARY TRUST
 1ST SUBTOTAL-4200 MTRLS, SUPPLIES & SVCS

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
42195	SPECIAL DEPT SUPPLIES	125.16	.00	.00	72.35	52.81	57.81
42530	DUES & SUBSCRIPTIONS	3,750.00	.00	.00	.00	3,750.00	.00
44051	FRIENDS OF THE LIBRARY	6,323.80	.00	.00	6,023.80	300.00	95.26
	TOTAL MTRLS, SUPPLIES & SVCS	10,198.96	.00	.00	6,096.15	4,102.81	59.77
50004	FUTURE LIBRARY PROJECTS	1,545,441.27	.00	.00	.00	1,545,441.27	.00
51026	TRUST FUND BOOKS	42,356.54	.00	.00	29,074.32	13,282.22	68.64
51031	KROPITZER TRUST DONATION	216,665.74	.00	.00	.00	216,665.74	.00
51036	WELWOOD PATIO	151,128.36	.00	147,308.36	3,820.00	.00	100.00
51039	STRATEGIC PLANNING	67,180.78	.00	.00	46,926.46	20,254.32	69.85
51040	PR LIBRARY CAMPAIGN	25,000.00	861.00	.00	16,736.54	8,263.46	66.95
	TOTAL CAPITAL	2,047,772.69	861.00	147,308.36	96,557.32	1,803,907.01	11.91
	TOTAL LIBRARY TRUST	2,057,971.65	861.00	147,308.36	102,653.47	1,808,009.82	12.15
	TOTAL LIBRARY	2,057,971.65	861.00	147,308.36	102,653.47	1,808,009.82	12.15
	TOTAL LIBRARY ENDOWMENT	2,057,971.65	861.00	147,308.36	102,653.47	1,808,009.82	12.15
	TOTAL REPORT	2,057,971.65	861.00	147,308.36	102,653.47	1,808,009.82	12.15

SUNGARD PENTAMATION - FUND ACCOUNTING MANAGER
 DATE: 10/22/20
 TIME: 17:25:54

CITY OF PALM SPRINGS
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 2
 EXPSTA11

SELECTION CRITERIA: orgn.fund='001' and expledgr.key_orgn='2710'
 ACCOUNTING PERIOD: 13/20

SORTED BY: FUND,FUNCTION,DEPARTMENT,1ST SUBTOTAL,2ND SUBTOTAL,ACCOUNT
 TOTALED ON: FUND,FUNCTION,DEPARTMENT,1ST SUBTOTAL
 PAGE BREAKS ON: FUND,FUNCTION,DEPARTMENT

FUND-001 GENERAL FUND
 FUNCTION-50 LIBRARY
 DEPARTMENT-2710 LIBRARY
 1ST SUBTOTAL-4900 SPECIAL CHARGES

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
TOTAL LIBRARY		2,695,164.60	46,781.68	1,596.00	2,464,049.53	229,519.07	91.48
TOTAL GENERAL FUND		2,695,164.60	46,781.68	1,596.00	2,464,049.53	229,519.07	91.48
TOTAL REPORT		2,695,164.60	46,781.68	1,596.00	2,464,049.53	229,519.07	91.48



MEMORANDUM

DATE: November 4, 2020
SUBJECT: ITEM 7.A. LISTING OF CURRENT QUESTIONS FOR LIBRARY
CONSULTANT REGARDING LIBRARY PLANNING
TO: Library Board of Trustees
FROM: Jeannie Kays, Director of Library Services

Enclosed are the current questions and comments provided by Trustees.

1. Once this next phase is completed what will be the next phase and can you give us an idea on scope and cost of that phase? (Library Strategies)
2. What specific changes were made to this version vs. the earlier version? Can you briefly describe how COVID 19 has impacted the delivery of this new version? (Library Strategies)
3. Do we need to include the Sunrise Park Master Plan in this phase since it is really a focus on programs that need to be included in the new or updated facility? (Library Strategies and The City)
4. Will the City confirm where the Library Project will be placed once Measure J funds are returned? (The City)
5. Why the rush? Why don't we wait until we get a better handle on COVID and get better results from community input as opposed to spending funds and then being put on hold by the city and by other city funding?
6. I'm confused by the budget information. Considering the 3 consultants and room and board what is the range of costs. What is the most we are on the hook for? It seems like the Trust is standing alone with a lot of money being spent on consulting. We need other partners and a product.
7. Trustee would like an itemized breakdown of the estimated costs both pre- and post-COVID.

There was a request to refer to the comments from the last meeting:

- For Ed to write a Valley Voice article in The Desert Sun.
- To get more public opinion.



MEMORANDUM

DATE: November 4, 2020
SUBJECT: ITEM 7.B. DISCUSSION ABOUT CITY OF PALM SPRINGS
RESOLUTIONS REGARDING THE LIBRARY
TO: Library Board of Trustees
FROM: Jeannie Kays, Director of Library Services

Library Director Kays was able to connect with the City Clerk's office and conduct a search for resolutions related to the Library Board of Trustees. At this time there does not appear to be any additional relevant resolutions that would need to come forward. Search results produced the Resolution 219 from 1939 establishing a Board of Trustees. Another resolution established citywide term limits for Council and Commissioners.

The City Clerk's office is hosting staff training on the new document management system and Director Kays and Library Operations Manager Lisa Brock are attending the training in November. If we discover additional relevant resolutions, we will bring the information to the Library Board of Trustees.