

**PALM SPRINGS PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES
MINUTES**

Palm Springs Public Library
Teleconference via Zoom

April 7, 2021

1. CALL TO ORDER

President McBride called the meeting to order at 5:35 p.m.

INTRODUCTION OF CITY MANAGER: City Manager Justin Clifton joined the meeting and introduced himself.

ROLL CALL

PRESENT

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

STAFF PRESENT: Jeannie Kays, Director of Library Services.

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

PUBLIC PRESENT: Robert Engel.

2. CHANGES OR ADDITIONS TO THE AGENDA:

None.

3. PUBLIC COMMENTS: None.

4. CONSENT AGENDA

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

4. A. Meeting Minutes of March 3, 2021

4. B. Library Statistics

5. ADMINISTRATIVE REPORTS

5. A. Friends of the Palm Springs Library

Director Kays gave the report. The Friends are hosting an annual meeting on April 25th at 2pm. Register and find more information on friendsofthepalmspringslibrary.org. The meeting with feature bestselling local author Wade Rouse. The online auction was a success and the Friends reached their goal of \$5000.

5. B. Palm Springs Public Library Foundation

Ed McBride gave the report. The Foundation has a new software product to get their donor database organized; they are going through training on using the software. The Foundation received a bequest of \$106,000.

5. C. Library Staff

During the month of March, we had 1,525 pickup appointments in our Library-A-Go-Go service.

Virtual Programming:

We encourage you to check out our online programs for the month of April.

Story times are on Facebook and on our YouTube channel Thursdays at 10:00 a.m.

Teen live events are on Tuesdays at 4:00 p.m. on Instagram Live.

This month's Youth activity is "Craft Along: Sand Art." The video premieres on Facebook and our YouTube channel Tuesday, April 13. Kits are available now while supplies last.

Teen To-Go: Poetry Month To-Go kits. Pick up kits now while supplies last. Kits include supplies to make poetry magnets and newspaper blackout art.

Adult Program: Get Oscar Ready! Top 10 movies of the year with Movie Librarian Scott Biegen. April 19, 2021 at 2:00 p.m. on Facebook and YouTube. To celebrate the Oscars and PSPL's new Blu-ray collection, Movie Librarian Scott Biegen will run down his Top 10 List, show you where and how to watch the major contenders, and tell you what titles are at the Palm Springs Public Library on DVD and Blu-ray.

In-N-Out Burger Cover to Cover Reading Program ends April 17 for children ages 4-12. For every five books read, the child earns a free burger certificate. Children can earn up to three free burgers. This year, parent should register their children online through our Beanstack app. Look for details on our library website, www.pslibrary.org.

Friends of the Library Virtual Annual Meeting is April 25 at 2:00 p.m. and features bestselling author Wade Rouse, who writes under the pen name Viola Shipman. Registration is required for this free event: <https://www.friendsofthepalmspringslibrary.org/event-4229649>
A Zoom link will be emailed to you when you register.

El día de los niños/El día de los libros (Children's Day/Book Day), is a celebration of children, families, and reading that culminates yearly on April 30. The celebration emphasizes the importance of literacy for children of all linguistic and cultural backgrounds. Children's Librarian Nancy Validivia reads a special Día story in English and Spanish on Facebook and YouTube to commemorate the 25th anniversary of this beloved day. Each story matters. Every child counts.

6. TREASURERS REPORT

Treasurer Kelly reported the Library Trust Fund balance is \$1,820,392.34. The only transaction was a debit from the Friends of the Library account. Director Kays said the City is working to take the Friends of the Library account out of the Trust Fund line items and they made a math error. Next month it should be fixed. Treasurer Kelly said this might be his last meeting because he is not sure if his school schedule will conflict with the meeting time. Treasurer Kelly said the reports have gotten to a point where you can tell what's cash in and cash out and some of the mystery around the interest payments has been cleared up. What might be a challenge is the Future Library Projects line item, Director Kays agrees.

7. DISCUSSION/ACTION ITEMS

7. A. Discuss Treasurer Kelly's memo regarding Investment Policy Statement

Treasurer Kelly gave the report. He showed a video on the top 10 tips for charity investments and briefly discussed the 10 tips. He suggests that going forward there should be goals to work towards setting a policy on the inflows and outflows. The inflows being the existing money and how it should be invested and the outflows to consider are the short-term and long-term funding needs of the Library. He then showed a video about investment policy statements and discussed what the video

went over. President McBride said our next steps should be deciding what the Boards duties and responsibilities are when it comes to the investment policy. The Board should take what they have learned from Treasurer Kelly and start opening up the discussion on the next agenda and decide if the whole group will work on this or a small group. Trustee Borba said it might be helpful to see the investment policies from other non-profits. He also said the Board might want to look at how much of the fund we want liquid and how much we want to be invested. He says he feels our current investments are too conservative. President McBride asked if the City might have any objections to the Trustees taking the Trust Fund out. Director Kays said in the past the Trustees have been more involved in the investments that were made with the Trust Fund under the City's umbrella. President McBride suggests a joint meeting between the Trustees, the Foundation, and the Friends of the Library to discuss goals and objectives; he will reach out to the other groups to see about scheduling a meeting. President McBride asked Director Kays to add initial discussion on how to move forward with drafting an investment policy and identifying the roles and responsibilities of the Trustees when it comes to the policy to the next agenda.

7. B. Discuss and set meeting date in May. Current date is May 5, 2021, Cinco de Mayo

No change to the May meeting date.

7. C. Consider approval of Mobile Hotspot Lending Policy. Once approved policy will be translated to Spanish. Adopt Resolution 21-001

Director Kays presented the Mobile Hotspot Lending Policy.

MOTION: (Borba/Kelly, 5-0) Approve the policy with the understanding that the Board will be provided a final copy of the document.

7. D. Acknowledge donations from Alpha Delta Kappa and Anne Rodgers-Rhyme and Richard Rhyme

9. TRUSTEE/STAFF COMMENTS/FUTURE AGENDA ITEMS

None.

10. ADJOURNMENT

The March meeting adjourned at 7:22 p.m.

RESPECTFULLY SUBMITTED,


Jeannie Kays
Director of Library Services