

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

Palm Springs Public Library
Teleconference via Zoom

May 19, 2022

1. CALL TO ORDER

Chair McBride called the meeting to order at 5:31 p.m.

ROLL CALL

PRESENT

Craig Borba	Yes
Juanita Garner	Yes
Al Jones	Yes
Ed McBride	Yes
David Norgard	Yes

STAFF PRESENT: Jeannie Kays, Director of Library Services.

CITY STAFF PRESENT: Lisa Brock, Library Operations and Collection Manager; Julie Warren, Library Services and Public Relations Manager.

PUBLIC PRESENT: Robert Engle, David Sidley, Bill Wiley.

2. ACCEPTANCE OF THE AGENDA:

MOTION: (Borba/Norgard, 5-0) To accept the agenda.

3. PUBLIC COMMENTS: None.

4. CONSENT AGENDA

MOTION: (Garner/Borba, 5-0) To approve the consent agenda.

4. A. Meeting Minutes of March 2, 2022

4. B. Library Statistics

4. C. Donation Report

5. ADMINISTRATIVE REPORTS

5. A. Friends of the Palm Springs Library

Julie Warren gave the report. The Friends had a book sale at the beginning of April where they made in the mid \$2000s. They also had a bag sale during the Family Fun Festival. They are doing well with the in-Library book sales in April they made \$2900. They had their Annual Meeting with Author Steven Rowley; 80 people attended. At the event they sold his book and had a raffle to raise funds. At the June meeting they will be electing officers. Two long time board members Richard Ellis and Chris Seidel have stepped down from the board so they will be interviewing new board candidates.

5. B. Palm Springs Public Library Foundation

Report in 7. A.

5. C. Library Staff

Family Fun Fest was a huge success with over 500 attendees and about 20 community groups.

Summer Reading Program runs June 6-July 16, 2022. Open to all ages.

New Parks & Rec Director starts June 27, 2022.

Election Voter Assistance Center: June 4-7. June 4-6, 9 a.m.-5 p.m.; June 7, 7 a.m.-8 p.m. Voteinfo.net

Holiday closures: Memorial Day, May 30; Juneteenth, June 20; Independence Day, July 4

Zip Books: Grant funded program of \$10,000. Have \$3,000 left. Program ends June 30 or when funds are expended.

City Council Joint Study Session June 21: Boards & Commissions, Convention Center.

6. TREASURERS REPORT

Treasurer Jones gave the report. The trust fund balance is \$1,867,747.75. Trustee Borba asked what the current return rate is. Director Kays said she would check with the Finance Department.

MOTION: (Jones/Borba, 5-0) To accept the treasurers report.

7. DISCUSSION/ACTION ITEMS

7. A. Annual Report by Palm Springs Library Foundation (to be presented at meeting)

David Sidley and Bill Wiley presented the Library Foundation Annual Report. The Foundation is still looking to add Board members; they would like 24 members on the Board and have developed a matrix for who they want on the Board. The makeup should be reflective of the community of Palm Springs and want it to be diverse both ethnically and age wise. People with experience in fundraising, public relations, event planning, community organizing, etc. Bill Wiley introduced himself to the Board his background is in Sales and Marketing and has an MBA so he has an understanding of finances. He has sat on several Boards. He also has a BA and MA in English which is where his love of books and reading comes from.

7. B. Library Foundation Request for Trust Funds and Discussion of Promissory Note

David Sidley and Bill Wiley gave the report. The Foundation is requesting \$550,000 from the Board of Trustees. \$50,000 to retire the Foundation's loan obligation to the Trustees, \$150,000 to hire a part time Executive Director, \$100,000 for a two-year awareness campaign, and \$250,000 "seed funding" for a major fundraising event within the next two year. Chair McBride suggested taking some time as a Board to think about the proposal and adding it to the next agenda. If the trustees have questions, they can email them to Director Kays so she can try to get answers before the next meeting.

MOTION: (Borba/Garner, 5-0) To explore the possibility of retiring the note between the Board of Trustees and the Library Foundation.

7. C. FY 22-23 Library Budget Proposal and Request for \$20,000 for Trust Fund

Director Kays presented the Library Board with a spending request for fiscal year 2022-2023. The request was for \$20,000 (\$10,000 for nonfiction books from the Kropitzer funds and \$10,000 for eBooks with an emphasis on purchasing additional nonfiction eBooks). At this time \$20,000 is all that the Library is asking for but if other projects arise Director Kays might come back to the Board requesting additional funds.

MOTION: (Norgard/Jones, 5-0) To approve the 2022-2023 spending request of \$20,000.

7. D. FY 22-23 Comprehensive Fee Schedule

Director Kays gave the report. Trustee Norgard asked about the fees because the Board Bylaws say that the Library Board establishes the fines and fees. Julie Warren said this is a newer thing that the City has been doing for the last four or five years.

Treasurer Jones left at this time.

Trustee Borba suggested voting to accept the comprehensive fee schedule. Director Kays said that she can discuss this with the Assistant City Manager and that if the role of the Board when it comes to establishing fees has changed then the bylaws might need to change.

MOTION: (Borba/Norgard, 4-0) To accept the fiscal year 2022-2023 comprehensive fee schedule.

8. TRUSTEE/STAFF COMMENTS/FUTURE AGENDA ITEMS

Chair McBride appointed Treasurer Jones as the Board representative to Library Foundation replacing Trustee Garner. The next Library Board meeting will be pushed back one week to June 8, 2022.

9. ADJOURNMENT

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

RESPECTFULLY SUBMITTED,


Jeannie Kays
Director of Library Services