

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

Palm Springs Public Library  
Teleconference via Zoom

July 13, 2022

**1. CALL TO ORDER**

Chair McBride called the meeting to order at 5:30 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, Kylee Otto, City Attorney's Office.

**PUBLIC PRESENT:** David Sidley, Bill Wiley.

**2. ACCEPTANCE OF THE AGENDA:**

**MOTION:** (Borba/Jones, 5-0) To accept the agenda with item 7. C. moved to top of Discussion/Action Items.

**3. PUBLIC COMMENTS:** None.

**4. CONSENT AGENDA**

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

**4. A. Meeting Minutes of June 8, 2022**

**4. B. Library Statistics**

**4. C. Donation Report**

**5. ADMINISTRATIVE REPORTS**

**5. A. Friends of the Palm Springs Library**

Director Kays and Julie Warren gave the report. The Friends approved a request from the library totaling \$115,600 for the new fiscal year. This includes books, fishpond maintenance, Summer Reading, teen book club, subscription boxes for teens, and \$10,000 for the Zip Books program. The Palm Springs Cultural Center decided not to continue with Palm Springs Speaks but the Friends voted to fund the program again with the money they earned from the last season. They are looking to do one Palm Springs Speaks event in the first quarter of 2023.

**5. B. Palm Springs Public Library Foundation**

No Report.

## **5. C. Library Staff**

2022-23 budget approved. Main Library \$3.2 million. Welwood \$190,000. Total department: \$3.4 million.

Hiring two Part-Time, 20-hours/week Library Assistants. Job posting and application link on the City's website. Palmspringsca.gov.

Summer Reading Program concludes Saturday, July 16, 2022. Grand Finale July 20 at 10:30 a.m. Trustees are invited to attend the Grand Finale for the prize drawings. Over 500 registrations for Summer Reading.

Zip Books: Friends of the Palm Springs Library agreed to support Zip Books with \$10,000 during grant gaps. A grant application is currently open, and we hope to receive more funds.

Reminder that Library Board of Trustees and City Council are dark in August, so no meeting next month.

Chair McBride asked for clarification on how much City Council budgeted for infrastructure. Director Kays said they budgeted \$14.1 million in infrastructure costs. \$800,000 for the Frey building. The Library applied for \$7 million from the State Library infrastructure grant; so far no updates on the grant.

## **6. TREASURERS REPORT**

Treasurer Jones gave the report. The trust fund balance is \$1.860 million.

**MOTION:** (Borba/Norgard, 5-0) To accept the Treasurer's report.

## **7. DISCUSSION/ACTION ITEMS**

*Item 7. C. moved up at this time.*

### **7. C. Library Board of Trustees Response to Library Foundation request for funds-discuss written response document**

Director Kays shared the document from the City Attorney's office. The City Attorney recommends a Memorandum of Understanding that would outline the expectations and timelines of what the Board would be asking of the Foundation or the Friends. Trustee Norgard asked if there is a limit to the amount of funds awarded. Kylee Otto said that as long as the Board can come to the finding that there is a public purpose for the money there is no limitation within state law or Palm Springs municipal code.

Chair McBride discussed the Foundation Funding Request document included in the Board packet. He suggested making a change to page three paragraph three to include information about City Council pledging money for the infrastructure project. Trustee Borba has two questions he would like included: how much money the Foundation currently has and how they plan to expend those funds. Chair McBride will now send the document to the Foundation and ask for a response at the September meeting.

### **7. A. Report of Joint Commission/City Council meeting**

Chair McBride gave the report. At the meeting Councilmember Garner asked Chair McBride about the Library eventually returning to a branch system.

### **7. B. Report of PR Awareness Campaign**

Julie Warren presented the results from the PR Awareness Campaign.

**7. D. Review and adjust Library Board of Trustees meeting dates for Fiscal Year 2022-23.  
Reschedule October 5, 2022 meeting currently during Yom Kippur.**

The October Board meeting will be October 19, 2022. The November Board meeting will be November 9, 2022.

**8. TRUSTEE/STAFF COMMENTS/FUTURE AGENDA ITEMS**

None.

**9. ADJOURNMENT**

The July meeting adjourned at 6:51 p.m.

**RESPECTFULLY SUBMITTED,**

A handwritten signature in black ink that reads "Jeannie Kays". The signature is written in a cursive style with a large initial "J".

**Jeannie Kays  
Director of Library Services**