



# LIBRARY BOARD OF TRUSTEES

CITY OF PALM SPRINGS, CALIFORNIA

[www.palmspringslibrary.gov](http://www.palmspringslibrary.gov)

## REGULAR MEETING AGENDA WEDNESDAY, DECEMBER 7, 2022 5:30 P.M.

Pursuant to Assembly Bill 361, this meeting will 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/85958290008?pwd=cUV6NDJuTndZVk1TcEtYUEdSWUdpQT09> or call 1-669-900-6833, Meeting ID: 859 5829 0008, Passcode: 090845
- Submit your public comment to the Library Board of Trustees electronically. Material may be emailed to [jeannie.kays@palmspringsca.gov](mailto: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 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., Chair**

**Juanita Garner, Vice-Chair**

**Al Jones, Treasurer**

**Ed McBride, Trustee**

**David Norgard, Trustee**

*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

### I. CALL TO ORDER - ROLL CALL

- II. **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., November 30, 2022. A courtesy posting of this Agenda can be found on the Library's website at [www.palmspringslibrary.org](http://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):

**III. 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.

**IV. CONSENT AGENDA**

- A. Meeting Minutes of October 19, 2022
- B. Library Statistics
- C. Donation Report

Acceptance of Consent Agenda:

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

**V. ADMINISTRATIVE REPORTS**

- A. Friends of the Palm Springs Library
- B. Palm Springs Public Library Foundation
- C. Library Staff

**VI. TREASURERS REPORT**

Acceptance of Treasurers Report:

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

**VII. DISCUSSION/ACTION ITEMS**

- A. DISCUSSION OF MEMORANDUM OF UNDERSTANDING BETWEEN TRUSTEES AND FOUNDATION

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

**B. DISCUSS JC FREY BUILDING RENOVATION AND TIMELINE**

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

**C. DISCUSS LIBRARY INFRASTRUCTURE RENOVATION-RECOMMEND PRIORITIES**

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

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

**IX. ADJOURNMENT:** The meeting of the Library Board of Trustees will adjourn to its next scheduled meeting virtually on Zoom at 5:30 p.m. on Wednesday, January 4, 2022.

The Palm Springs Public Library Board of Trustees meets via Zoom at 5:30 p.m. on the 1st Wednesday of every month, unless noted otherwise.

THE PUBLIC IS INVITED TO PARTICIPATE

**COMMITTEES:**

**STANDING:**

ADVOCACY	MCBRIDE/BORBA
BUDGET	JONES/GARNER
BUILDINGS	BORBA/NORGARD
POLICIES/BYLAWS	GARNER/NORGARD


**AD HOC:**

FOUNDATION LIAISON	JONES/MCBRIDE
FRIENDS LIAISON	BORBA
MEASURE J LIAISON	JONES

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 November 30, 2022, 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](http://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 19, 2022

**1. CALL TO ORDER**

Chair Borba 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.

**PUBLIC PRESENT:** Nanci Morrison, Robert Engel, Rosemary Flaherty, Claire Grant, Michael Hirschbein, Jeffrey Norman, Rebecca Olarte, Ginger Semple, David Sidley, Bill Wiley.

**2. ACCEPTANCE OF THE AGENDA:**

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

**3. PUBLIC COMMENTS:** Michael Hirschbein thanked Director Kays for getting the grant, he mentioned the speed in which the project needs to be done because of the time constraints built into the grant. The first step should be for the City to appoint a project manager that will be invested in pushing the project along and hopefully the Trustees and Staff have input on who that person will be. The grant only covers infrastructure so it's up to the Trustees, Friends, and community to push the political leaders to make commitments to sweeten the pot more things can get accomplished. We have a lot of unused space in the Library so we need to find away to make the Library work in it's current footprint. The Frey building needs money committed to it right away so that the timing with possibly moving Library functions over there during the remodel can take place. He believes the City should name the building after the Friends of the Palm Springs Library. Nanci Morrison said it's important that the Library is representative of what Palm Springs wants their image to be. The Library is over 45 years old and hasn't had any significant improvements it's an embarrassment to the City that other cities around us like Coachella and Desert Hot Springs build new libraries and we are sitting here with a Library that hasn't been upgraded. This is the time for the City, the community, and everyone to get behind the Library to get us up to date.

**4. CONSENT AGENDA**

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

**4. A. Meeting Minutes of September 7, 2022.**

**4. B. Library Statistics**

**4. C. Donation Report**

**5. ADMINISTRATIVE REPORTS**

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

Nanci Morrison gave the report. The Friends filed a doing business as (DBA) Palm Springs Speaks to bring Palm Springs Speaks back. They are looking to have one event in the first quarter of 2023. The Friends are having a Holiday Boutique with books, CDs, and baskets on Saturday December 3, 2022, from 10-1. The Events Committee is hard at work planning for Modernism Week. The Friends are ready to assist with any fundraising needed for the Library remodel.

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

David Sidley gave the report. The Foundation is hosting Pride on the Page book festival at Welwood Library on November 4<sup>th</sup> and 5<sup>th</sup>. A special celebrity event: Sharon Gless in conversation with Peter Paige will be on Saturday, November 5<sup>th</sup> at 5:30. The Foundation is ready to assist the City, the Friends, and the Library in making the dream of a 21<sup>st</sup> century Library a reality. They are poised to fill in the gap between the grant and the City budget and what we really want.

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

Zip Books: Did get notification that we have gotten a grant from the California State Library for \$14,504. We are glad that the Friends stepped up and sponsored \$10,000 to supplement this program.

Infrastructure Grant: Awarded \$6,569,942 in matching funds from the California State Library. Round One: \$314 million for 246 libraries funded. City Council approved the grant and agreed to match. We need to stay within the footprint of the existing building for the renovation. Many things are not covered by the grant and the City does not want to spend much more than what was awarded. They did say they could come up with SOME extra but it's not officially budgeted anywhere. If there are to be "extras," the funds need to come forward very soon, within the next year. The infrastructure grant requires that we are finished with that project by March 2026.

I expect planning and design to take a 12-18 months and construction to take 12-18 months. We will have to see what an architect can provide us design-wise so we can figure out how much extra we need to fundraise. The 2013 renovation room layout was a good plan and stayed within our footprint.

Next steps: Attend the Library Board of Trustees meeting via Zoom, provide public comment if you like, and listen to the discussion.

City's next steps are to put out an RFP for an architect. Waiting for this Board meeting first.

JC Frey Building: City Engineers want to renovate this building first. Funds are budgeted in Measure J for \$870,000 during fiscal year 2023-24. Friends and Foundation can see if that's enough to renovate the building. If it is, devote all your attention to fundraise for the Main Library Renovation.

Coachella Valley Spotlight Grant Application: Applied on behalf of the Friends for \$25,000 to support Accessing the Past Digital History Collaborative. Fingers crossed!

Halloween Party: Wednesday, October 26, 5-7 pm. Games, prizes, candy.

Pride on the Page Book Festival: November 4-5. Special ticketed Celebrity event with Sharon Gless and Peter Paige, Saturday, November 5 at 5:30 p.m.

## **6. TREASURERS REPORT**

Treasurer Jones gave the report. The trust fund balance is \$1,817,275.66.

**MOTION:** (Norgard/Garner, 5-0) To accept the report.

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

### **7. A. Discussion of Memorandum of Understanding between Trustees and Foundation – Report of meeting with City Attorney by Borba/McBride**

Trustee McBride gave the report. Director Kays set up meeting with the City Attorney, Chair Borba, and Trustee McBride to discuss creating a Memorandum of Understanding between the Trustees and the Library Foundation. The City Attorney has a template that they can use as a guide, they brainstormed things they would like included. The City Attorney is now creating a draft that will be brought to the Trustees for review.

#### **7. B. Infrastructure grant award: discussion of Library renovation scope of work, presentation of items funded and not funded – Director Kays**

Director Kays gave the report. The Library was awarded \$6.5 million, and the City budgeted \$7 million over two years. The project must be completed by March 2026. The grant covers several infrastructure items but things like, furniture, fixtures, equipment, study rooms, new event spaces etc. are not included. In the past the Library held several Community input sessions. The next step is for the City to develop a scope of work for architects so they can do a Request for Proposals.

Chair Borba asked if walls can be moved. Director Kays said it would need to be justified. For example, the current restrooms are not ADA compliant, and they are not big enough but in order to address those issues they would need to be moved because they would not fit in the current location which would create a domino effect. Trustee Norgard asked for clarification on what the finished date means. Director Kays said the State Library said the items that are included in the scope of the project must be completed and the money spent by that date. Trustee Norgard asked if we are now only talking about a renovation of the current building and no longer considering a new building. Director Kays confirmed that at this time we are focusing on a renovation. Chair McBride said that we need to get input from the Community again to see what needs to put in the program. Director Kays shared the 5 Year Capital Improvement Program from Engineering. It shows the funding coming from the grant and \$7 million from Measure J. Trustee McBride said that Measure J had provided future funds for this project and asked if the City is saying this is it there will be no more future funds? Director Kays said this is all they have officially approved at this time. Trustee McBride said we need to confirm if there is more money coming from the City or not so we know what we can plan for. Trustee Garner said that before this grant came along Measure J was going to give us money for the Library and that money is now being lumped in with the matching funds. The money needs to be here now and included in the budget so that the upgrades that need to be done can be completed at the same time as the remodel. Trustee McBride said the Trustees need to raise their hand to the City Council and push for them to give more money towards the project. Chair Borba asked Director Kays to set up a meeting with Mayor Middleton and interim City Manager Teresa Gallavan. Director Kays suggested talking to Measure J as well.

**MOTION:** (McBride/Garner, 5-0) To set up a meeting with Mayor Middleton and interim City Manager Teresa Gallavan.

#### **7. C. JC Frey building renovation discussion**

Director Kays gave the report. Measure J has set aside \$870,000 for fiscal year 2023-2024 but it has not been approved by the City yet. Chair Borba is concerned that 2023-2024 is too late to start. Director Kays said it might be possible to do the scope of work and RFP this year so the work can start July 2023. The plan is to do this project first so the Library can move to the JC Frey during the main Library renovation.

#### **7. D. Approval of Library Annual Report**

Director Kays gave the report.

**MOTION:** (McBride/Norgard, 5-0) To accept the Library Annual Report.

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

The next Board meeting will be November 9, 2022.

**9. ADJOURNMENT**

The October meeting adjourned at 7:02 p.m.

**RESPECTFULLY SUBMITTED,**

A handwritten signature in black ink that reads "Jeannie Kays". The signature is written in a cursive, flowing style.

**Jeannie Kays  
Director of Library Services**



## September 2022 vs. September 2021

LIBRARY STATISTICS	Sept. 2022	Sept. 2021	%CHANGE
MATERIALS CHECKED OUT	<b>23,399</b>	<b>25,540</b>	<b>-8%</b>
Print	11,015	11,505	-4%
Media	7,222	7,878	-8%
Electronics	83	36	131%
Downloads & In-house	5,079	6,121	-17%
LIBRARY CARD REGISTRATIONS	<b>222</b>	<b>181</b>	<b>23%</b>
Palm Springs Resident	125	101	24%
California Resident	90	80	13%
Out of State	7	0	-
DOOR COUNT	<b>9,042</b>	<b>8,145</b>	<b>11%</b>
DOOR COUNT (WMML)	<b>1,665</b>	<b>1,366</b>	<b>22%</b>
COMPUTER SESSIONS	<b>1,454</b>	<b>1,531</b>	<b>-5%</b>
COMPUTER SESSIONS (WMML)	<b>1,665</b>	<b>151</b>	<b>136%</b>
WiFi SESSIONS	<b>1,112</b>	<b>1,310</b>	<b>-15%</b>
WiFi SESSIONS (WMML)	<b>91</b>	<b>89</b>	<b>2%</b>
PASSPORTS PROCESSED	<b>34</b>	<b>36</b>	<b>-6%</b>
<b>PROGRAMMING</b>			
<b>PRESCHOOL</b>			
In Person Programs	5	0	-
Attendance	61	0	-
Self- Directed Programs	0	0	-
Self- Directed Completed	0	0	-
<b>SCHOOL AGE</b>			
Programs	3	0	-
Attendance	107	0	-
Self- Directed Programs	1	0	-
Self- Directed Completed	47	0	-
<b>FAMILY</b>			
Programs	1	0	-
Attendance	94	0	-
<b>TEEN</b>			
Programs	7	0	-
Attendance	71	0	-
Self- Directed Programs	1	0	-
Self- Directed Completed	47	0	-
<b>ADULT</b>			
Programs	4	0	-
Attendance	48	0	-
Virtual Programs	3	6	-50%
Virtual Attendance	25	91	-73%
Self- Directed Programs	0	0	-
Self- Directed Completed	0	0	-
<b>TOTAL</b>			
Programs	20	0	-
Attendance	381	0	-
Self- Directed Programs	3	6	-50%
Self- Directed Completed	25	91	-73%
Virtual Programs	2	0	-
Virtual Attendance	94	0	-

## October 2022 vs. October 2021

LIBRARY STATISTICS	2022	2021	%CHANGE
<b>MATERIALS CHECKED OUT</b>	<b>25,426</b>	<b>24,501</b>	<b>4%</b>
Print	11,898	11,961	-1%
Media	7,805	7,784	0%
Electronics	53	33	61%
Downloads & In-house	5,670	4,723	20%
<b>LIBRARY CARD REGISTRATIONS</b>	<b>181</b>	<b>146</b>	<b>24%</b>
Palm Springs Resident	94	79	19%
California Resident	77	58	33%
Out of State	10	9	11%
<b>DOOR COUNT</b>	<b>9,684</b>	<b>8,584</b>	<b>13%</b>
<b>DOOR COUNT (WMML)</b>	<b>0</b>	<b>2,041</b>	<b>-100%</b>
<b>COMPUTER SESSIONS</b>	<b>1,674</b>	<b>1,827</b>	<b>-8%</b>
<b>COMPUTER SESSIONS (WMML)</b>	<b>0</b>	<b>171</b>	<b>10%</b>
<b>WiFi SESSIONS</b>	<b>1,304</b>	<b>1,299</b>	<b>0%</b>
<b>WiFi SESSIONS (WMML)</b>	<b>161</b>	<b>99</b>	<b>63%</b>
<b>PASSPORTS PROCESSED</b>	<b>43</b>	<b>27</b>	<b>59%</b>
<b>PROGRAMMING</b>			
<b>PRESCHOOL</b>			
In Person Programs	4	0	-
Attendance	53	0	-
Self- Directed Programs	0	0	-
Self- Directed Completed	0	0	-
<b>SCHOOL AGE</b>			
Programs	4	0	-
Attendance	109	0	-
Self- Directed Programs	1	0	-
Self- Directed Completed	100	0	-
<b>FAMILY</b>			
Programs	1	1	-
Attendance	200	406	-
<b>TEEN</b>			
Programs	7	0	-
Attendance	52	0	-
Self- Directed Programs	2	0	-
Self- Directed Completed	106	0	-
<b>ADULT</b>			
Programs	7	0	-
Attendance	61	0	-
Virtual Programs	1	7	-86%
Virtual Attendance	9	110	-92%
Self- Directed Programs	0	0	-
Self- Directed Completed	0	0	-
<b>TOTAL</b>			
Programs	23	1	-
Attendance	475	406	-
Self- Directed Programs	1	7	-86%
Self- Directed Completed	9	110	-92%
Virtual Programs	3	0	-
Virtual Attendance	206	0	-





# City of Palm Springs

## Palm Springs Public Library

300 South Sunrise Way • Palm Springs, California 92262-7699

Tel: (760) 322-READ (7323) • Fax: (760) 327-5744

[www.palmspringslibrary.org](http://www.palmspringslibrary.org)

November 14, 2022

Barbara Rosenberg  
[REDACTED]

Dear Mrs. Rosenberg,

On behalf of the Palm Springs Public Library and the Library Board of Trustees, I want to thank you for your November 7, 2022 donation of \$800.00. I send my condolences for the loss of your husband, Lawrence (Larry).

With the generous support, such as yours, the Palm Springs Public Library can offer the community the type of programming and services necessary for improving the quality of life of our residents.

Please visit our website, [www.palmspringslibrary.org](http://www.palmspringslibrary.org) to see the full variety of programs and services we provide to all Palm Springs Residents and Non-Residents. We cannot thank you enough for your donation.

With gratitude,

Jeannie Kays  
Director of Library Services  
Palm Springs Public Library  
City of Palm Springs

**BALANCE SHEET FOR 2023 5**

FUND: 151 Library Endowment Fund			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
<b>ASSETS</b>				
151	10005	Operating Bank Account	800.00	1,822,622.23
151	10006	Cash - Fair Market Value Adj	.00	-36,721.22
151	10299	Unrealized Investments	.00	-6,869.02
151	12105	Interest Receivable	.00	2,278.92
TOTAL ASSETS			<b>800.00</b>	<b>1,781,310.91</b>
<b>FUND BALANCE</b>				
151	29000	Fund Balance Unreserved	.00	-1,773,194.42
151	29310	Revenue Control	-800.00	-8,116.49
151	29320	Budgetary FB Unreserved	.00	1,801,860.27
151	29330	Appropriations	.00	-1,801,860.27
151	29335	Encumbrance Control	.00	20,000.00
151	29345	Budgetary FB Reserve for Encum	.00	-20,000.00
TOTAL FUND BALANCE			<b>-800.00</b>	<b>-1,781,310.91</b>
TOTAL LIABILITIES + FUND BALANCE			<b>-800.00</b>	<b>-1,781,310.91</b>

\*\* END OF REPORT - Generated by Jeannie Kays \*\*

**ACCOUNT TRIAL BALANCE FOR FY23/OCT TO DEC**

FUND 151

ACCOUNT	ACCOUNT NAME	ORG	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
PER	JNL	SRC	EFF DATE	REFERENCE			
151	10005						
	Operating Bank Account	151	1,814,996.74				
4	230491 CRP			203.00	.00	203.00	
	10/25/22						
4	230556 GEN			.00	203.00	.00	
	10/25/22						
4	230558 GEN	Q1 INT		6,825.49	.00	6,825.49	
	10/31/22						
5	230370 CRP			800.00	.00	7,625.49	
	11/15/22						
			1,814,996.74	7,828.49	203.00	7,625.49	1,822,622.23
151	10006						
	Cash - Fair Market Value Adj	151	-36,721.22				
			-36,721.22	.00	.00	.00	-36,721.22
151	10299						
	Unrealized Investments	151	-6,869.02				
			-6,869.02	.00	.00	.00	-6,869.02
151	12105						
	Interest Receivable	151	2,278.92				
			2,278.92	.00	.00	.00	2,278.92
151	29000						
	Fund Balance Unreserved	151	-1,773,194.42				
			-1,773,194.42	.00	.00	.00	-1,773,194.42
151	29320						
	Budgetary FB Unreserved	151	1,801,860.27				
			1,801,860.27	.00	.00	.00	1,801,860.27
151	29330						
	Appropriations	151	-1,801,860.27				
			-1,801,860.27	.00	.00	.00	-1,801,860.27
151	29335						
	Encumbrance Control	151	20,000.00				
			20,000.00	.00	.00	.00	20,000.00
151	29345						
	Budgetary FB Reserve for Encum	151	-20,000.00				
			-20,000.00	.00	.00	.00	-20,000.00
TOTALS FOR FUND 151							
Library Endowment Fund			491.00	7,828.49	203.00	7,625.49	8,116.49

# Account Detail History



2023 Period 1 to 13  
 Entry Date On or After: 1/1/1900  
 Include Entries: No Selection

Year	Per	Journal	Src	Eff Date	Reference 1	Reference 2	Reference 3	Check #	OB	Debits	Credits	Net Change		
<b>151 10005</b>				<b>Operating Bank Account</b>								<b>8,319.49</b>	<b>1,686.02</b>	<b>6,633.47</b>
2023	1	<a href="#">230109</a>	CRP	7/11/2022						490.00		490.00		
2023	2	<a href="#">230304</a>	CRP	8/15/2022						1.00		491.00		
2023	5	<a href="#">230370</a>	CRP	11/15/2022						800.00		1,291.00		
2023	4	<a href="#">230558</a>	GEN	10/31/2022	Q1 INT	Q1 INT ALL	Q1 INT ALLOC			6,825.49		8,116.49		
2023	4	<a href="#">230556</a>	GEN	10/25/2022							203.00	7,913.49		
2023	4	<a href="#">230491</a>	CRP	10/25/2022						203.00		8,116.49		
2023	1	<a href="#">230232</a>	APP	7/21/2022	072122						1,252.43	6,864.06		
2023	1	<a href="#">230045</a>	APP	7/7/2022	070722						230.59	6,633.47		
<b>151 20010</b>				<b>Accounts Payable Control</b>								<b>1,483.02</b>	<b>0.00</b>	<b>1,483.02</b>
2023	1	<a href="#">230232</a>	APP	7/21/2022	072122					1,252.43		1,252.43		
2023	1	<a href="#">230045</a>	APP	7/7/2022	070722					230.59		1,483.02		
<b>151 29310</b>				<b>Revenue Control</b>								<b>203.00</b>	<b>8,319.49</b>	<b>(8,116.49)</b>
2023	1	<a href="#">230109</a>	CRP	7/11/2022							490.00	-490.00		
2023	2	<a href="#">230304</a>	CRP	8/15/2022							1.00	-491.00		
2023	5	<a href="#">230370</a>	CRP	11/15/2022							800.00	-1,291.00		
2023	4	<a href="#">230558</a>	GEN	10/31/2022	Q1 INT	Q1 INT ALL	Q1 INT ALLOC				6,825.49	-8,116.49		
2023	4	<a href="#">230556</a>	GEN	10/25/2022						203.00		-7,913.49		
2023	4	<a href="#">230491</a>	CRP	10/25/2022							203.00	-8,116.49		
<b>151 29320</b>				<b>Budgetary FB Unreserved</b>								<b>1,801,860.27</b>	<b>0.00</b>	<b>1,801,860.27</b>
2023	1	<a href="#">230488</a>	BUC	7/1/2022	2023 B					1,801,860.27		1,801,860.27		

# Account Detail History



2023 Period 1 to 13  
 Entry Date On or After: 1/1/1900  
 Include Entries: No Selection

Year	Per	Journal	Src	Eff Date	Reference 1	Reference 2	Reference 3	Check #	OB	Debits	Credits	Net Change
					Appropriations					0.00	1,801,860.27	(1,801,860.27)
2023	1	<a href="#">230488</a>	BUC	7/1/2022	2023 B						1,801,860.27	-1,801,860.27
					Encumbrance Control					20,000.00	0.00	20,000.00
2023	2	<a href="#">230262</a>	POE	8/31/2022						10,000.00		10,000.00
2023	3	<a href="#">230523</a>	POE	9/30/2022						10,000.00		20,000.00
					Budgetary FB Reserve for Encum					0.00	20,000.00	(20,000.00)
2023	2	<a href="#">230262</a>	POE	8/31/2022							10,000.00	-10,000.00
2023	3	<a href="#">230523</a>	POE	9/30/2022							10,000.00	-20,000.00
					Interest Income					0.00	6,825.49	(6,825.49)
2023	4	<a href="#">230558</a>	GEN	10/31/2022	Q1 INT	Q1 INT ALL	Q1 INT ALLOC				6,825.49	-6,825.49
					Contrib Non-Govt Sources					0.00	800.00	(800.00)
2023	5	<a href="#">230370</a>	CRP	11/15/2022	10110	63876	TRUST FUND				800.00	-800.00
					Unrestricted Donations					203.00	694.00	(491.00)
2023	4	<a href="#">230556</a>	GEN	10/25/2022						203.00		203.00
2023	1	<a href="#">230109</a>	CRP	7/11/2022	10110	48655					225.00	-22.00
2023	1	<a href="#">230109</a>	CRP	7/11/2022	10110	48655					20.00	-42.00
2023	1	<a href="#">230109</a>	CRP	7/11/2022	10110	48662					35.00	-77.00
2023	1	<a href="#">230109</a>	CRP	7/11/2022	10110	48672					68.50	-145.50
2023	1	<a href="#">230109</a>	CRP	7/11/2022	10110	48672					1.50	-147.00
2023	1	<a href="#">230109</a>	CRP	7/11/2022	10110	48676					140.00	-287.00
2023	2	<a href="#">230304</a>	CRP	8/15/2022	10110	53489					1.00	-288.00



# Account Detail History



2023 Period 1 to 13  
Entry Date On or After: 1/1/1900  
Include Entries: No Selection

Year	Per	Journal	Src	Eff Date	Reference 1	Reference 2	Reference 3	Check #	OB	Debits	Credits	Net Change
2023	4	<a href="#">230491</a>	CRP	10/25/2022	10110	61181	0669306867				203.00	-491.00
										<b>1,832,068.78</b>	<b>1,840,185.27</b>	<b>(8,116.49)</b>

**ALL LIBRARY EXPENDITURE ACCOUNTS**

**11/30/22**

LIBRARY TRUST FUNDS							
Org	Object	Description	Budgeted	YTD Spent	Encumbered	Available Budget	Percent Used
1514010	50005	Training Travel and Dues	3,750.00	0.00	0.00	3,750.00	0.00
1514010	50035	Materials and Supplies	52.81	0.00	0.00	52.81	0.00
1514010	50201	Future Library Projects	1,527,234.55	0.00	0.00	1,527,234.55	0.00
1514010	50202	Trust Fund Books	84,157.17	0.00	20,000.00	64,157.17	23.77
1514010	50203	Kropitzer Trust Donation	186,665.74	0.00	0.00	186,665.74	0.00
		Unallocated Funds	-20,549.36			-20,549.36	*NOTE: Investigating changes
		<b>TOTALS</b>	<b>1,781,310.91</b>	<b>0.00</b>	<b>20,000.00</b>	<b>1,761,310.91</b>	

**ALL LIBRARY EXPENDITURE ACCOUNTS**

**11/30/22**

<b>MAIN LIBRARY</b>							
<b>Org</b>	<b>Object</b>	<b>Description</b>	<b>Budgeted</b>	<b>YTD Spent</b>	<b>Encumbered</b>	<b>Available Budget</b>	<b>Percent Used</b>
1004000	40000	Salaries Full Time	1,222,320.00	369,612.60	0.00	852,707.40	30.24
1004000	40002	Salaries Overtime	1,768.00	1,788.30	0.00	-20.30	101.15
1004000	40008	Ex Salary Offset	0.00	0.00	0.00	0.00	0.00
1004000	40010	Leave Payoffs	16,272.00	4,381.97	0.00	11,890.03	26.93
1004000	40020	Fringe Benefits	341,066.00	68,827.18	0.00	272,238.82	20.18
1004000	40045	Medical Insurance Withdrawal	0.00	2,625.00	0.00	-2,625.00	0.00
1004000	40050	RHS Health Benefit	18,300.00	4,150.00	0.00	14,150.00	22.68
1004000	40055	PERS Retirement Cost	460,815.00	144,075.29	0.00	316,739.71	31.27
1004000	40060	PERS - POB	38,028.00	9,507.00	0.00	28,521.00	25.00
1004000	40065	Workers' Compensation	55,742.00	13,935.50	0.00	41,806.50	25.00
1004000	40095	Medicare Insurance	17,723.00	5,733.67	0.00	11,989.33	32.35
1004000	40100	Retiree Health Benefit	136,617.00	34,154.25	0.00	102,462.75	25.00
1004000	40105	Contractual Services	37,000.00	36,623.44	0.00	376.56	98.98
1004000	50005	Training Travel and Dues	14,000.00	1,194.12	0.00	12,805.88	8.53
1004000	50030	Gas and Lubrications	5,000.00	333.62	0.00	4,666.38	6.67
1004000	50031	Communications	28,400.00	5,332.18	0.00	23,067.82	18.78
1004000	50035	Materials and Supplies	399,325.00	153,844.88	153,599.75	91,880.37	76.99
1004000	50055	Insurance	121,454.00	30,363.50	0.00	91,090.50	25.00
1004000	50105	Repairs and Maint General	95,900.00	11,005.28	3,695.00	81,199.72	15.33
1004000	50120	Facilities Maintenance Service	183,378.00	45,844.50	0.00	137,533.50	25.00
1004000	50126	Grants	34,213.80	3,008.76	14,537.74	16,667.30	51.28
1004000	50135	Administrative Benefits	13,282.44	3,320.50	0.00	9,961.94	25.00
1004000	50140	Printing	18,000.00	3,180.27	0.00	14,819.73	17.67
1004000	50145	Advertising	8,900.00	1,788.00	0.00	7,112.00	20.09
1004000	50200	Friends of the Library	8,749.76	6,437.26	0.00	2,312.50	73.57
		<b>TOTALS</b>	<b>3,276,254.00</b>	<b>961,067.07</b>	<b>171,832.49</b>	<b>2,143,354.44</b>	
<b>WELWOOD MURRAY MEMORIAL LIBRARY</b>							
<b>Org</b>	<b>Object</b>	<b>Description</b>	<b>Budgeted</b>	<b>YTD Spent</b>	<b>Encumbered</b>	<b>Available Budget</b>	<b>Percent Used</b>
1004005	40105	Contractual Services	107,177.00	0.00	0.00	107,177.00	0.00
1004005	50015	Electricity	30,000.00	14,077.58	0.00	15,922.42	46.93
1004005	50020	Water	2,500.00	348.80	0.00	2,151.20	13.95
1004005	50030	Gas and Lubrications	5,000.00	0.00	0.00	5,000.00	0.00
1004005	50031	Communications	16,000.00	0.00	0.00	16,000.00	0.00
1004005	50038	Welwood Operations	30,025.00	6,307.67	500.00	23,217.33	22.67
		<b>TOTALS</b>	<b>190,702.00</b>	<b>20,734.05</b>	<b>500.00</b>	<b>169,467.95</b>	

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE PALM SPRINGS PUBLIC LIBRARY FOUNDATION  
AND  
THE CITY OF PALM SPRINGS**

This Memorandum of Understanding (“MOU”), by and between the City of Palm Springs (the “City”), and the Palm Springs Public Library Foundation (the “Foundation”), and together known as the “Parties,” establishes a framework for a sustainable partnership between the Parties in order for mutual support to continue and prosper. This MOU shall be effective on the date (“Effective Date”) that it is signed by both Parties, following any legally required approval by the governing bodies of the Parties.

**RECITALS**

WHEREAS, the City is a charter city and California municipal corporation;

WHEREAS, the Palm Springs Library Board of Trustees (“Board”) reviews and amends library policy, reviews progress reports, discusses immediate and long-range library planning, prepares an annual budget, prepares an annual report for the City Council and State Library, and administers the Library Trust Fund;

WHEREAS, the Foundation was established as a nonprofit public benefit corporation in the State of California on June 3, 2014;

WHEREAS, the Foundation was created to engage in the solicitation, receipt, and administration of funds and property, and from time to time, to disburse such funds, property and the income thereof to, or for the benefit of, the Palm Springs Public Library system;

WHEREAS, the Foundation intends to solicit donations for the Palm Springs Public Library system from individuals, organizations and corporations and recommend to the City that the Palm Springs Public Library system amenities be named for specific donors depending on the amount donated;

WHEREAS, the Parties desire to enter this memorandum of understanding to clearly delineate the responsibilities of the Parties to each other in accomplishing the purposes stated herein.

**AGREEMENT**

NOW, THEREFORE, in consideration of the foregoing, both Parties agree as follows:

**I. OBLIGATIONS OF THE CITY**

- a. Governance/Administration

- i. Grant the Foundation permission to use the name, likeness and logo of the City and the Palm Springs Public Library for uses that support the Palm Springs Public Library mission, programs, and objectives.
  - ii. Recognize the Foundation as a legally separate, independent entity with its own governing body.
- b. Coordination
  - i. Provide support for mutually agreed upon Foundation programs, budgets, projects, fundraising activities, and/or reports.
  - ii. Provide staff consulting and technical assistance for mutually agreed upon improvement programs and projects whenever possible.
  - iii. Assist the Foundation's coordination with other agencies, as needed.
  - iv. Hold a regular meeting, at a minimum annually, between the City and the Foundation to discuss matters mutually agreed upon between the City and the Foundation.
- c. Finances
  - i. Any funds provided to the City under this MOU shall be used solely to fund the construction, operation, ongoing maintenance, and improvement of the Palm Springs Public Library system.
  - ii. Upon receiving any funds pursuant to II.c.iv., determine whether any such funds are funds contributed to the Foundation from the Library Trust Funds and return any such funds to the appropriate Library Trust Fund account(s).
- d. Maintenance Standards
  - i. Except as may be set forth in one or more Facility Use Agreements, the City shall be solely responsible for maintaining all Palm Springs Public Library system facilities in good condition, substantial repair, in a safe, clean and sanitary condition, and in compliance with all rules, regulations, ordinances, or laws.
- e. Services Offered to Foundation
  - i. Provide space at Palm Springs Public Library system facilities, as well as program and maintenance support for activities and other Palm Springs Public Library system improvement projects, to include meeting, program, fundraising, and event space at mutually agreed upon times at the Palm Springs Public Library system facilities. To the extent that a Palm Springs Public Library system facility is used, either by Foundation itself (i.e., for meetings or events), or by third parties (i.e., for fundraising events), any such use shall be subject to a Facility Use Agreement, in a form approved by the City Attorney and City Manager.
  - ii. Promote the Foundation's presence and programs, as permitted.

- iii. Publicly recognize the work, contributions, services, and/or donations received directly or indirectly from the Foundation.
- iv. The City will coordinate with the Foundation to erect and/or install signage and other Library Elements (as defined in paragraph III.a, below) at Palm Springs Public Library system facilities. The approval, permitting and display of such signage shall be subject to the City's laws and regulations. Foundation will pay for the signage and City shall provide personnel to assist in erecting and/or installing the signage at the Palm Springs Public Library system facilities. Notwithstanding the foregoing, for electronic signage, the City shall pay for, maintain, and update such electronic signage for Palm Springs Public Library events and for donor recognition.
- viii. Contributions. The Board may, in its sole and absolute discretion, disburse funds to the Foundation to assist the Foundation in its fundraising efforts for the benefit of the Palm Springs Public Library system. The Board shall consider contribution requests made in accordance with paragraph II.d below.

## **II. OBLIGATIONS OF THE FOUNDATION**

### **a. Governance/Administration**

- i. Register with the Internal Revenue Service (IRS) and California Franchise Tax Board (FTB) as a non-profit organization, and maintain such status.
- ii. Meet federal, state and local charitable solicitation requirements, if the Foundation solicits funds.
- iii. Obtain and maintain any necessary permits, licenses, special insurance, equipment, and inspections for Foundation programs, activities, or events and pay associated costs or fees, if any.
- iv. Authorize the City to use the name and logo of the Foundation to promote the Foundation and its activities.
- v. Upon dissolution, donate any remaining funds pursuant to the terms of the Foundation's Articles of Incorporation and Bylaws.

### **b. Coordination**

- i. Work with City staff and the Board to coordinate on Foundation plans, programs, needs, and projects.
- ii. Coordinate fundraising activities on Palm Springs Public Library system facilities with Palm Springs Public Library staff.
- iii. The Foundation shall provide bi-annual reports to the Director of Library Services showing all donations, disbursements and other expenditures, and funds held. Moreover, the report shall detail the number of fundraising events held, the number of individuals that attended each event, and the amount of money raised from each event. These report shall be provided to the Director of Library Services on February 1 and August 1 of each year.

The Foundation shall provide any financial records requested by the City within thirty (30) days following such request.

c. Finances

- i. Comply with all IRS and FTB non-profit requirements to remain in good standing.
- ii. Donate interest on the funds to the City to support the operation and ongoing maintenance of the Palm Springs Public Library system.
- iii. Donate specific, individual donations for the purchase and/or design and construction of Palm Spring Public Library system facility features, as set forth in paragraph IV, below.
- iv. Upon dissolution, return any and all funds donated to the Foundation for the benefit of the Palm Springs Public Library system to the City, in accordance with Article IX of the Articles of Incorporation of the Palm Springs Public Library Foundation.

d. Contribution Requests

- i. The Foundation may submit contribution requests to the Board for the following expenses: fundraising events and efforts, fundraising data collection tools (including software or databases), personnel salaries for Foundation's Executive Director or other fundraising/administrative staff, program support for new or ongoing programs and services at the Palm Springs Public Library, costs for capital or awareness campaigns, and other expenses to directly support activities that either support or raise funds for the Palm Springs Public Library.
- ii. The Foundation shall not submit any contribution requests to the Board for the following expenses: memberships, and travel or meal expenses (including expenses for alcohol).
- iii. Each contribution request submitted to the Board shall include the following items/information in order to be considered by the Board:
  1. The amount of the contribution sought;
  2. A description of the activity, services, or goods that the contribution will be used for; and
  3. A specific budget demonstrating how the contribution will be allocated.

### III. NAMING RIGHTS FOR THE LIBRARY AND ITS ELEMENTS

a. Right to Issue Naming Rights. The Parties acknowledge and agree that the Foundation will be better able to support the renovation and continued operation and long-term maintenance of the Palm Springs Public Library system if it is able to raise funds through the issuance of naming rights for the Palm Springs Public Library and its component parts ("Naming Rights Opportunities"). Examples of potential Naming Rights Opportunities include, but are not limited to, the Library itself, the lobby, rooms, other facilities, and improvements, (the "Library Elements"). To the extent permitted by law, and subject to the City's prior approval, as set forth

in paragraph (c), below, the Foundation shall have the right to issue Naming Rights Opportunities to the Palm Springs Public Library and the Library Elements.

b. Term of Naming Right. The name will be affiliated with the Library Element for the applicable Naming Rights Term depending on the amount donated, as further set forth in Exhibit “A”, which is attached hereto and incorporated herein by this reference as though fully set forth herein. Notwithstanding the specified Naming Rights Term, if the Library Element must be replaced or substantially repaired, it may be renamed for a new donor. The Foundation’s successors in interest or assigns shall assume the rights and obligations of this MOU. The Naming Rights Opportunity may be terminated under the following circumstances:

i. Foundation and the City shall each individually retain the right to rescind the naming rights if, in their sole discretion, it is determined that (i) a previously-approved name has become inappropriate due to subsequent criminal acts or acts of moral turpitude of the Donor or the person or entity honored by the issuance of the naming rights, (ii) a Donor has failed to meet its financial obligations relating to a pledged donation, or (iii) any other factor relating to the Donor, the honoree, or the donation has arisen that would discredit the Foundation, the Palm Springs Public Library, or the City and/or is contrary to the City’s interests.

c. City’s Prior Approval. City shall retain all control over location, size, type, and amount of all Naming Rights Opportunities. Prior to issuing any Naming Rights Opportunity, the Foundation shall obtain the City’s written approval of the Naming Rights Opportunity, including as applicable, the proposed location, size, type of opportunity, any required signage/installation, expected donation amount, and the donor’s name. The City shall have thirty (30) calendar days to review and approve or deny any proposed Naming Rights Opportunity.

i. The City’s City Manager has the authority to approve or disapprove a proposed Naming Rights Opportunity up to \$100,000.

ii. Naming Rights Opportunities in excess of \$100,000 shall require specific approval by the City’s City Council.

iii. The Foundation shall not be required to obtain City approval for dedication plaques, engraved tiles or bricks or donor walls in locations approved by the City in its sole and absolute discretion. Such features shall be consistent with the design and functionality of the Palm Springs Public Library.

d. Proceeds from Naming Rights. Other than reasonable Foundation operating expenses, the Foundation will use all donations it receives for the benefit of the Palm Springs Public Library system, including the restoration, operation (including programs and services), ongoing maintenance, and improvement of the Palm Springs Public Library System. In the event the Foundation is dissolved, all Foundation assets will be distributed pursuant to Article IX of the Articles of Incorporation of the Palm Springs Public Library Foundation.

e. Costs. Any direct costs incurred in connection with the issuance of Naming Rights Opportunities shall be assumed and paid entirely by the Foundation or by Donors. As further



described below, this includes, without limitation, the cost of signage, plaques, name plates, changes in lighting, and the like, and the cost of any marketing materials or events required to identify and engage prospective donors.

f. No Property Interest. Notwithstanding any provision of this MOU, the Parties do not intend to convey any ownership or other interest in the Palm Springs Public Library and nothing in this MOU or any donation agreement shall be construed or interpreted as a grant of easement or any other interest in any property, including any portion of any Palm Springs Public Library system facility. If this MOU or any provisions of this MOU are construed or interpreted by a court of competent jurisdiction as conveying an interest in real property among the Parties, this MOU shall immediately become of no further force or effect, without notice to or action by any Party.

#### **IV. DONATIONS TO FUND LIBRARY ELEMENTS**

a. It is understood that the Foundation shall have the right to solicit donations that are designated by an individual donor (the “Specific Donation”). The Specific Donation can be designated by the individual donor toward the Foundation’s endowment or for use towards the purchase and/or design and construction of the Palm Springs Public Library, or the construction and installation of any Library Element. The individual donors and any conditions attached to the Specific Donation shall be consistent with the goals, values and objectives of the City and the Foundation and the design and functionality of the Palm Springs Public Library system facility for which the Specific Donation was made. For any Specific Donation in the amount of \$25,000 or higher, the Foundation shall inform the City of any Specific Donation within fifteen (15) days of receipt and the City Council shall have the authority to return or reject any Specific Donation within thirty (30) days of receipt of notice from the Foundation of the Specific Donation.

#### **V. INSURANCE**

The Foundation shall obtain and maintain insurance coverage in amounts and of the types (i.e. general liability and directors and officers) as required by the City’s Risk Manager, based on the Foundation’s structure and activities.

#### **VI. AMENDMENT, RENEWAL AND TERMINATION**

- a. The term of this MOU shall commence on the Effective Date and, unless sooner terminated by written agreement of the Parties, shall end on the expiration of ten (10) years following the Effective Date (“the Expiration Date”). Either party may renew this MOU for an additional period of ten (10) years to commence upon the Expiration Date. To exercise this option to renew, a party must deliver to the other party a written notice of its exercise of the option to renew at least sixty (60) days prior to the Expiration Date.
- b. Any modifications, assignments, alterations, or extensions must be in writing, signed, and approved by both Parties.

- c. This MOU may be terminated by either Party upon 30 days written notice.
- d. Distribution of Proceeds Upon Expiration of the Term or Termination. At the expiration of the term or in the event of termination, all Foundation assets shall within forty-five (45) days be transferred to either the City or to another nonprofit fund, foundation or corporation to be used solely for operation and maintenance of the Palm Springs Public Library system. Moreover, at the Board's sole and absolute discretion, any loan made to the Foundation by the Board may become automatically due and payable upon termination.

## **VII. INDEMNITY**

- a. Each party agrees to indemnify, defend, and hold harmless the other party, its officers, agents and employees from any and all liabilities, claims, or losses of any nature, including reasonable attorneys' fees and costs of suit, to the extent caused by, arising out of, or in connection with, the indemnifying party's negligent or wrongful acts or omissions arising from its respective activities pursuant to this MOU.

## **VIII. DISPUTE RESOLUTION**

- a. The Parties agree to work together in good faith to resolve disagreements that may arise under this MOU. Should such a disagreement arise, the Parties having authority to resolve the dispute will meet and negotiate in good faith toward a mutually satisfactory solution. If any disagreement cannot be resolved through such negotiations, the Parties will consider other alternative dispute resolution processes upon which they may later agree. However, if at any time a Party determines that circumstances so warrant, such Party may seek any available remedy without waiting to complete the informal meet and confer process.

## **IX. GENERAL PROVISIONS**

- a. Assignment. Neither Party may assign or transfer all or any portion of its rights or obligations under this MOU to any third party, without obtaining the prior written consent of the other Party, which consent shall not be unreasonably withheld. Any purported assignment, without the other Party's prior written consent, shall be void.

- b. Binding Effect. This MOU shall be binding on all heirs, successors and assigns of the Foundation and the City.

- c. Entire Agreement. This MOU contains the entire agreement and understanding of the Parties on this subject. The City and the Foundation understand, acknowledge and agree that no Party, or any agent or attorney for any Party, has made any promise, representation or warranty of any kind whatsoever, express or implied, not contained herein to induce the execution of this MOU. The City and the Foundation understand, acknowledge and agree that this MOU has not been executed in reliance upon any promise, representation, or warranty not contained herein.

d. Applicable Law. This MOU and all rights and obligations arising out of it shall be construed in accordance with the laws of the State of California. Any legal or administrative action arising out of this MOU shall be conducted in Riverside County, California.

e. Warranty of Authority. The persons executing this MOU on behalf of the City and the Foundation represent and warrant that they are duly authorized to execute this MOU and to bind their respective Party to all terms and conditions of this MOU.

d. Severability. If any section, subsection, sentence, clause or phrase of this MOU, or the application thereof to any of the Parties, is for any reason held invalid or unenforceable, the validity of the remainder of the MOU shall not be affected thereby and may be enforced by the Parties to this MOU.

e. Notices. All notices, demands and communications between the City and the Foundation shall be in writing and shall be given by personal delivery, registered mail (return receipt requested, with postage prepaid), Federal Express, electronic mail, or any other reliable private express delivery service to the following addresses:

City of Palm Springs  
3200 E. Tahquitz Canyon Way  
Palm Springs, CA 92262  
Attn: City Manager

Palm Springs Public Library Foundation  
300 S. Sunrise Way  
Palm Springs, CA 92262  
Attn: Chief Executive Officer

The foregoing names, addresses may be changed at any time by written notice, as provided above.

f. Interpretation. This MOU has been prepared jointly by the Parties, with full access to legal counsel of their own. No ambiguity shall be resolved against any Party on the premise that it or its attorneys were solely responsible for drafting this MOU or any provision thereof.

g. Counterparts. This MOU may be executed electronically, and in one or more counterparts, each of which shall constitute an original.

**IN WITNESS, WHEREOF**, the Parties enter into this Understanding as of the Effective Date.

**SIGNATURE PAGE  
TO  
MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE PALM SPRINGS PUBLIC LIBRARY FOUNDATION  
AND  
THE CITY OF PALM SPRINGS**

**PALM SPRINGS PUBLIC LIBRARY  
FOUNDATION**

**CITY OF PALM SPRINGS**

By: \_\_\_\_\_  
David Sidley, President

By: \_\_\_\_\_  
Teresa Gallavan, Interim City Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Terry Dean, Secretary

**ATTEST:**

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Brenda F. Pree, MMC, CERA, City  
Clerk

**APPROVED AS TO FORM:**

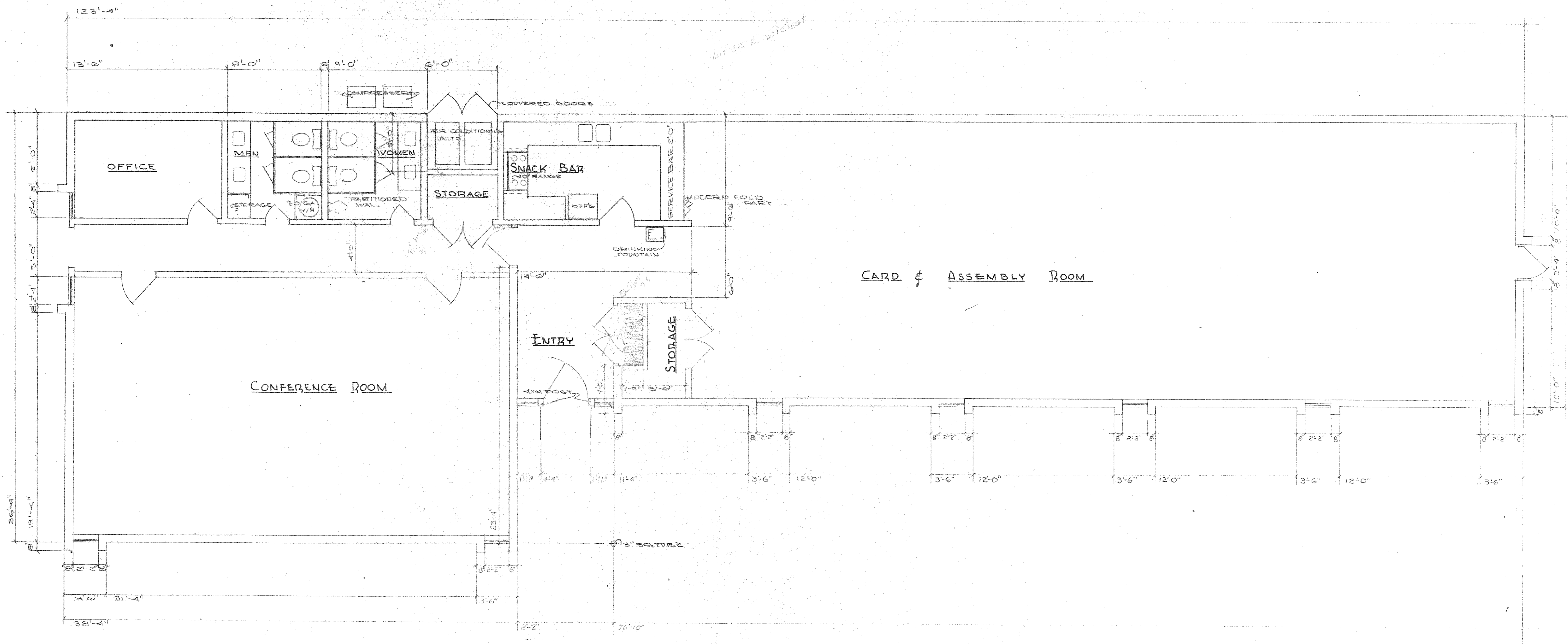
By: \_\_\_\_\_  
Jeffrey S. Ballinger  
City Attorney

**Exhibit "A"**

**Naming Rights Term**

<b>Amount Donated</b>	<b>Naming Rights Term</b>
Less than \$5,000	1 year
\$5,000 to \$10,000	5 years
\$10,001 to \$50,000	10 years
\$50,001 to \$100,000	15 years
\$100,001 or More	20 years

DRAFT



DIMENSION HAVE  
 PREFERENCE OVER SCALE  
 DO NOT SCALE

# Library Infrastructure Renovation: Grant Funded and Non-Grant Funded Tasks

Item 7C

December 7, 2022



DEPARTMENT OF LIBRARY SERVICES

# Grant Funded/Required Tasks

- Furnish and Install Fire Sprinkler System
- Fire Alarm System Control Panel
- Emergency Egress Hardware
- Emergency Egress Light, Power Systems
- Ceiling Finishes (for new sprinkler system)
- Air Filtration System
- Security System - CCTV and Alarm System
- Emergency Backup Generator



DEPARTMENT OF LIBRARY SERVICES



# Grant Funded/Required Tasks

- Skylights - Railings & Fall Protection Anchor Points
- HVAC Replacement
- HVAC Terminal and Package Units
- Electrical Service
- Seismic Retrofit
- Roof Replacement
- Replace Carpet and/or Floors
- Window replacements



DEPARTMENT OF LIBRARY SERVICES

# Grant Funded/Required Tasks

- Replace water lines - includes plumbing
- Painting (preventative maintenance)
- Replace Signage, ADA tactile, larger fonts for visually impaired
- Replace non-emergency lighting
- Replace interior doors and locks
- Inclusive Access



DEPARTMENT OF LIBRARY SERVICES

# Non-Grant Funded Recommendations for Project: Phase One

- Furniture
- Fixtures (counters, cabinetry, steel shelving, end panels)
- Equipment (computers and other technology)
- Exterior Painting



DEPARTMENT OF LIBRARY SERVICES

# Non-Grant Funded Recommendations for Project: Phase One

- Create small meeting rooms
- Extra costs associated with domino effect of moving restrooms and possibly other rooms
  - Community Room to existing Children's Room
  - Children's Room to existing Computer Room
  - Relocating whatever is in new restroom location  
(All to be determined by Designer/Architect)



DEPARTMENT OF LIBRARY SERVICES

# Future Phase Ideas

- Landscaping upgrades
- Parking lot expansion
- Community Room new exterior event patio
- Building Addition-auditorium, community offices, archival space, additional meeting rooms or classrooms



DEPARTMENT OF LIBRARY SERVICES