

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

Palm Springs Public Library
Teleconference via Zoom

December 7, 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, Kylee Otto, City Attorney.

PUBLIC PRESENT: Robert Engel, Michael Hirschbein, Nancy Morrison, David Sidley, Bill Wiley.

2. ACCEPTANCE OF THE AGENDA:

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

3. PUBLIC COMMENTS: None.

4. CONSENT AGENDA

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

4. A. Meeting Minutes of October 19, 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 raised \$2500 at their Holiday Bazaar.

5. B. Palm Springs Public Library Foundation

David Sidley gave the report. The Foundation had their Pride on the Page book festival at Welwood Library. They sent out their yearend giving letter and donations are coming in.

5. C. Library Staff

Pride on the Page Book Festival: November 4-5. Festival and special event with Sharon Gless and Peter Paige were great events and well-attended.

Santa: Visiting library December 7, 2022. Fun event every year.

Toy Drive: Happening now benefitting James O. Jessie Desert Highland Unity Center and Leisure Center Breakfast with Santa. December 15 is the last day to donate.

California Library Connect Grant: Awarded \$99,581.24 today for technology hardware funding.

6. TREASURERS REPORT

Treasurer Jones gave the report. The trust fund balance is \$1,781,310.91. The City lost money in their investments so \$36,721.22 was deducted from the trust fund.

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

7. DISCUSSION/ACTION ITEMS

7. A. Discussion of Memorandum of Understanding between Trustees and Foundation

Kylee Otto with the City Attorney's office went over the draft Memorandum of Understanding that was included in the Board packet. After the Library Board gives input on the draft it will be taken to the Foundation for their input. The MOU was left broad in certain areas to give flexibility. Trustee Norgard asked if intended outcomes or result should be included in Article 2, section d., part iii.

MOTION: (McBride/Garner, 5-0) To submit the document to the Foundation for review and input.

Chair Borba asked Director Kays to set up a meeting between the Board, the Foundation, and the Friends to discuss how they will handle donations with the renovation.

7. B. DISCUSS JC FREY BUILDING RENOVATION AND TIMELINE

Director Kays gave the report. The question about the JC Frey is do we try to get it done quickly to do we hold off and add that money to the Library Infrastructure Renovation. Chair Borba said it would be convenient to have the Frey building done so the temporary Library can open there. Another suggestion was to bid the two buildings together, so they are both renovated at the same time. Trustee McBride asked if the City has the capacity to do both at the same time. Trustee Norgard asked if Director Kays feels the Frey building is the appropriate temporary branch. Director Kays said it's one of many options that could work; the location of the temporary branch is not critical at this time the construction and money is more important. Trustee McBride said for him the priority is uninterrupted service to the community. He thinks we should postpone the JC Frey building and put that money towards the main Library renovation. Trustee Garner and Norgard agree we should focus on the main Library. Chair Borba agrees the main Library is the priority, but he is worried if we postpone the Frey building it won't get done. Chair Borba suggested meeting with the engineering department to get a timeline for the Frey building. Treasurer Jones asked what the timeline for the main Library is. Trustee Norgard said the way he understands it is it's not really a matter of timing but more that we need that money for the main Library. Director Kays said she can ask for a meeting but reiterated that the engineers are waiting on recommendations from the Library Board to proceed. Treasurer Jones said he does not understand where we are in the project and what the timeline is. Director Kays said that some of that falls under item 7. C. but the main thing needed now is recommendations from the Library Board. Treasurer Jones asked if the Board would need approval to move the money. Director Kays said the Board would make the recommendation and Measure J or City Council would have to approve it.

7. C. DISCUSS LIBRARY INFRASTRUCTURE RENOVATION – RECOMMEND PRIORITIES

Director Kays gave the report. The infrastructure grant is for \$6,569,942.00 with matching funds from the City. The matching funds are budgeted in the five-year capital improvement plan with Measure J. The grant only covers certain tasks; when doing the construction there will be other

things that need to be done outside of the grant funds. The City or the non-profits will need to come up with extra money to cover. The Library Board needs to decide how much extra they are going to be able to afford to put into the scope of work. Treasurer Jones asked if we had a dollar amount for these extra projects. The City wants to know what the Library Board expects Phase One to have in it. Phase One would be done concurrently with the grant projects. Director Kays went over recommendations for projects that should be done in Phase One. They include Furniture, Fixtures (counters, cabinetry, steel shelving, end panels), Equipment (computers and other technology), Exterior Painting, Small Meeting Rooms, and extra costs associated with domino effect of moving restrooms and possibly other rooms. Trustee McBride said the Library Board cannot sit back and allow the City to expect the fundraising arms to provide what the City should be providing to the Library and to the community. He asked what happened to the money that was set aside for the Library before the grant came along. Chair Borba said the future phase ideas should be included in Phase One.

MOTION: (McBride/Norgard, 5-0) To recommend that the City include in the scope of work all the non-grant funded recommendations listed as Phase One as well as the four bullet pointed items listed as future phase ideas.

Moved back to 7. B. at this time.

MOTION: (McBride/Jones, 5-0) To recommend that the City moves forward with the plan to renovate the JC Frey building according to budget and present back to the Library Board with a plan and a confirmed budget. It should not impede on the main Library renovation.

8. TRUSTEE/STAFF COMMENTS/FUTURE AGENDA ITEMS

If Chair Borba and Trustee Norgard are able to meet with the Engineering Department, they will report on the meeting at the January meeting. The Foundation reporting on their changes to the Memorandum of Understanding. Michael Hirschbein suggested the Library Board ask the City to come up with a critical path with specific dates and ask them to report to the Library Board on a monthly basis with updates. The next Board meeting is scheduled for January 4, 2023.

9. ADJOURNMENT

The December meeting adjourned at 7:23 p.m.

RESPECTFULLY SUBMITTED,



Jeannie Kays
Director of Library Services