

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

Palm Springs Public Library
City Hall Large Conference Room
Teleconference via Zoom

March 1, 2023

1. CALL TO ORDER

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

ROLL CALL

PRESENT

Craig Borba	Yes
Juanita Garner	No
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 Engel, David Sidley, Bill Wiley.

2. ACCEPTANCE OF THE AGENDA:

MOTION: (Jones/Norgard, 4-0) To accept the agenda.

3. PUBLIC COMMENTS: None.

4. CONSENT AGENDA

MOTION: (McBride/Jones, 4-0) To approve the consent agenda.

4. A. Meeting Minutes of February 1, 2023.

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 house tour for Modernism Week; they sold over 100 tickets as well as books and merchandise. They are having a book sale at the Frey building March 24-26 from 9am to 1pm. March 24th is open to members only, 25th is open to the public, March 26th is a bag sale. Their Annual Meeting will be in April; more information to come.

5. B. Palm Springs Public Library Foundation

David Sidley gave the report. The Foundation is continuing to recruit new members. They will be participating in the One PS Picnic and the Library Family Fun Festival. They are having a fundraiser called Brunch on the Page April 1st. It will feature two local authors discussing their upcoming books. Tickets are available on the Foundation website.

5. C. Library Staff

City Council approved unanimously to approve the RFQ process. The procurement department is working to get that out. Thank you to everyone who gave public comments and wrote letters.

Palm Springs Speaks: Al Franken, March 31. Tickets available on palmspringsspeaks.org.

6. TREASURERS REPORT

Treasurer Jones gave the report. The trust fund balance is \$1,783,976.22.

7. DISCUSSION/ACTION ITEMS

7. A. MEMORANDUM OF UNDERSTANDING – PALM SPRINGS PUBLIC LIBRARY FOUNDATION

MOTION: (Jones,Norgard 4-0) To open item for discussion.

Trustee McBride asked if all the issues were resolved. Chair Borba said he thought all of the Boards issues were addressed.

David Sidley pointed out that in 1.c.i. it says any funds provided will fund ongoing maintenance and in 1.d.i. it says the City shall be solely responsible for maintaining the Library. The foundation would like that language removed because the Foundation will not be responsible for ongoing maintenance of the Library. Chair Borba said he interprets it as any funds that the Foundation raises could be used for those reasons but it's not the Foundations responsibility to maintain it. Director Kays reiterated what Chair Borba said. David Sidley said he doesn't think the Foundation exists to maintain the building. Bill Wiley said it would be easier with their fund-raising efforts of the words ongoing maintenance were struck. Treasurer Jones suggested changing the word shall to may and delete the word solely. Director Kays said that it might be saying that any funds being raised is for the Library not the Fire Department or any other department in the City. David Sidley suggested taking out construction, operation, etc. and it just says fund the Palm Springs Public Library system. Trustee McBride suggested the Foundation come up with alternative language and then let the City Attorney approve it.

I.c.ii refers to a section that does not exist.

In II.b.ii. it says the Foundation shall provide any financial records requested by the City within thirty days following such request. Bill Wiley asked if anyone knew what the intention behind this request. They would like clarity to what kind of reports would be asked for.

Bill Wiley asked what 0 years for less than \$5,000 means on the naming rights chart. David Sidley suggested adding the word minimum, Treasurer Jones suggested adding maximum and have people renew their donations. Trustee McBride said that these are just guidelines for the Foundation if they have a donor that wants to donate a large amount in the agreement with the Foundation the donor could stipulate how long they want the naming rights to be and then the City approves it or rejects it. He suggested adding term to section III.d. on City's Prior Approval. In sections III.d.i., ii., and iii. Julie Warren suggested adding "...and set length of term."

The City Attorney added III.e. some of the information was not included in the previous version. Bill Wiley asked why there is a 30-day limit. Director Kays said it so the money is received in a timely manner so that it can be used for that intent.

Chair Borba and Director Kays are working on a flowchart to show the different areas the money could come in, the Foundation, Friends, etc. They will have the flow chart at the April meeting.

The Foundation needs to know the type of insurance that's required. Director Kays is working with the City Attorney on this.

The lettering in section IX Needs to be corrected.

MOTION: (Jones,Norgard 4-0) To submit the MOU to the City Attorney for clarification and ask what financial records are being asked for in II.b.ii. and clarification regarding ongoing maintenance and authorize Chair to accept on behalf of Trustees or bring back to a future meeting.

7. B. SET NEW MEETING DATE FOR APRIL 2023 DUE TO PASSOVER- PROPOSING APRIL 6

Director Kays suggested meeting Tuesday, April 4, 2023, at 5:30 in the City Council Chambers.

8. TRUSTEE/STAFF COMMENTS/FUTURE AGENDA ITEMS

Trustee McBride asked if the Board needs to be ready to support any future action with City Council. The Library Board pushed the motion to City Council, and it was approved. Director Kays said the RFQ is being written and it should be out in the next week. Director Kays said the architects and designers will give us a total to work with. She said libraries are running about \$1000 per square foot and our Library is 34,000 square feet so we are looking at \$34 million.

9. ADJOURNMENT

The March meeting adjourned at 6:44 p.m.

RESPECTFULLY SUBMITTED,


Jeannie Kays
Director of Library Services