

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

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

May 3, 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	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, Scott Stiles, City Manager.

**PUBLIC PRESENT:** Tim Bowman, Robert Engel, Tricia Palmero, David Sidley, Zachary Stone, Bill Wiley.

**2. ACCEPTANCE OF THE AGENDA:**

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

**3. PUBLIC COMMENTS:** Zachary Stone.

**4. CONSENT AGENDA**

**MOTION:** (McBride/Norgard, 4-0, 1 abstained) To approve the consent agenda.

**4. A. Meeting Minutes of April 1, 2023.**

**4. B. Library Statistics**

**4. C. Donation Report**

**5. ADMINISTRATIVE REPORTS**

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

No report.

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

David Sidley gave the report. The Foundation has 22 members on the Board. They had a retreat to form committees. Received a \$10,000 grant from the City of Palm Springs for the Pride on the Page book festival.

**5. C. Library Staff**

The Friends of the Library had their Annual Meeting where they elected and renewed officers. The event was at Miralon and featured Jan Boydston "The Gadget Gal."

Palm Springs speaks is hosting humorist Dave Barry. May 9. VIP 6:00, Author Talk 7:30. At the Palm Springs Cultural Center. They are seeking sponsors for Season Five.

On May 4 from 12 p.m. to 3:30 p.m. the Library is partnering with Riverside Public Health to do a COVID-19 vaccine clinic at the Library.

Zip Books is a program where customers can request books the Library does not own. The Library purchases the books from Amazon and the books get sent straight to the customer to read then return to the Library. The books then get added into the collection. We have two months left in the grant cycle.

The Library will be closed May 29 for Memorial Day. The Welwood Memorial Library will be open.

Summer Reading is June 12 – July 22. Programs for all ages. Children and Teens get free books every week for each week they visit the Library.

The City Council is hosting a study session on May 8 at 5:30 p.m. Advocates of the Library are encouraged to work together to craft messages of unity and support for the Library and the Library Renovation. Public Comments in person will be limited to two minutes. Emails and Letters can be sent and will be shared with City Council Members and Department Heads.

## **6. TREASURER'S REPORT**

Treasurer Jones gave the report. No significant changes. Three quarters of interest has been added to the trust fund. \$6,825.49 for quarter one, \$5,323.23 for quarter two, and \$8,532.12 for quarter three.

**MOTION:** (Norgard, Garner 5-0) To accept the Treasurer's Report.

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

### **7. A. REVIEW LIBRARY FOUNDATION EDITS OF MEMORANDUM OF UNDERSTANDING**

Minor grammatical corrections were made. Director Kays is preparing the Staff Report to go to City Council hopefully on May 25.

### **7. B. UPDATE OF RFQ TIMELINE STATUS FOR LIBRARY RENOVATION**

Director Kays gave the report. The Procurement Department created an RFQ for the project. The RFQ is included in the packet. They held a virtual meeting and over 70 organizations participated. The deadline for applications was May 3 at 2 p.m. Don't know how many applied yet. A committee of five people will read and score the applications, give them rankings, interview, and start the negotiations process. Estimate taking this to City Council to award in July. Director Kays will let the Trustees know how many applicants are turned in. Chair Borba asked if the pace is going to meet the 2026 deadline. Director Kays said she thinks so; the design phase will take about a year so that will leave two years to build.

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

Trustee McBride is happy to see the previous agenda item come through. A lot of people have worked hard to get us to this point. We need to come out in force to stress to the City Council the importance of doing this entire project. Trustee Garner said to the Library Foundation she is so excited that they are so eager to jump into the fundraising. City Manager, Scott Stiles introduced himself to the Library Board.

**9. ADJOURNMENT**

The May meeting adjourned at 6:19 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" and a long, sweeping underline.

**Jeannie Kays  
Director of Library Services**