

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

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

September 6, 2023

1. CALL TO ORDER

Chair Borba called the meeting to order at 5:36 p.m.

ROLL CALL

PRESENT

| | |
|-----------------|-----|
| Craig Borba | Yes |
| Juanita Garner | Yes |
| Al Jones | Yes |
| David Norgard | Yes |
| Deborah Schwarz | 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; Brenda Pree, City Clerk.

PUBLIC PRESENT: Robert Engel, David Sidley, Zachary Stone.

Item 7. A. was moved up at this time.

7. A. SWEARING IN OF CRAIG BORBA, ED. D., JUANITA GARNER, AND DEBORAH SCHWARZ TO THE LIBRARY BOARD OF TRUSTEES (AT BEGINNING OF MEETING).

The Trustees were sworn in by Brenda Pree, City Clerk.

2. ACCEPTANCE OF THE AGENDA:

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

3. PUBLIC COMMENTS: Zachary Stone.

4. CONSENT AGENDA

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

4. A. Meeting Minutes of June 7, 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 are holding an architecture and design book sale on Saturday October 20th for the Modernism Weekend. It will be in the main Library from 10 a.m. - 4 p.m. Alan Hess will sign books from 12 p.m. – 4 p.m. and Christopher Kennedy has donated signed books. They are planning programs for the season.

5. B. Palm Springs Public Library Foundation

David Sidley gave the report. The Foundation sent out a request for proposals for their awareness campaign which is the next step of their strategic plan. They got four proposals that they will review at their next meeting. October 13 – 14 will be the 2nd Annual Pride on the Page book festival. The featured author is Armistead Maupin.

5. C. Library Staff

Director Kays gave the report.

Summer Reading Program: Had 457 participate.

- Adults - 169
- Teen - 70
- Children - 112
- Early Readers - 106

The total number of check ins was 1160.

- Adults - 438
- Teen - 182
- Children - 112
- Early Readers - 106

Passport Fair: August 5, 2023, submitted 109 passport applications. Took 68 passport photos. Passport acceptance appointments available nearly every day at the library.
www.palmspringslibrary.org/passports

Architect for Library Renovation: Group 4 Architecture Research + Planning Inc. is the firm selected. You might be familiar with their work. They worked on the design phase of the main Palm Springs Public Library renovation in 2013. They completed a 2012 renovation of Palm Desert Library. A large-scale project of interest is the Yorba Linda Library & Cultural Arts Center, 60,000 square feet. They are working on two other Infrastructure grant-funded libraries in the state, along with ours so they will be comfortable with the grant-funded/non-grant-funded renovation model.

New Public Computers: Thanks to a, \$80,546 California Public Utilities Commission CASF (California Advanced Services Fund) Broadband Access Grant submitted by our IT Department, we received new computers and computer furniture, as well as a boosted Wi-Fi network.

Author Melanie Benjamin: September 16 at 4:30 pm with book signing at The Best Bookstore in PS, across the street.

New Baby Story Time: Starts Thursdays at 11:00 am.

Diaper Giveaway Program: Have all sizes from Newborn to Size 6 available. Parents can come to the library once a week during open library hours and ask for diapers and wipes. No paperwork or library card requirements. Free program courtesy of Baby2Baby, a nonprofit from Los Angeles, CA.

Drag Story Hour: Returns October 24 at 6:00 pm. Everyone is invited.

6. TREASURERS REPORT

Treasurer Jones gave the report. No significant changes.

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

7. DISCUSSION/ACTION ITEMS

7. B. ELECTION OF THE LIBRARY BOARD OF TRUSTEES CHAIRPERSON AND VICE CHAIRPERSON

The ad hoc committee represented by Trustee Norgard nominated Craig Borba as Chairperson and Juanita Garner as Vice Chairperson for a one-year term. There were no objections and no other nominations so both positions were elected by unanimous consent.

7. C. ~~APPOINTMENT~~ ELECTION OF LIBRARY BOARD OF TRUSTEES TREASURER

Al Jones was elected to Treasurer of the Library Board of Trustees for a one-year term. There were no objections and no other nominations so was elected by unanimous consent.

7. D. TRUSTEE CONSIDERATION OF AND VOLUNTEER FOR COMMITTEE ASSIGNMENTS

Standing committees:

Advocacy: Craig Borba
Budget: Al Jones, Juanita Garner
Buildings: Craig Borba, David Norgard
Policies/Bylaws: Juanita Garner, David Norgard

Ad hoc committees:

Foundation Liaison: Al Jones, Deborah Schwarz
Friends Liaison: Craig Borba, Deborah Schwarz
Measure J Liaison: Al Jones

7. E. UPDATE ON LIBRARY RENOVATION PROJECT ARCHITECT SELECTION

Director Kays gave the report. At the September 14th City Council meeting the Architect will be approved to start the design phase. The Architect is Group 4 based out of South San Francisco. They did the 2013 renovation proposal, so they are familiar with the Library and City. The package going to City Council is for phase one of their architecture work. That includes the design for the grant funded portion of the main library, the design for the Frey building, and cost estimating for the non-grant funded items. The first phase will probably take 12 to 14 months.

7. F. RECEIVE LIBRARY FOUNDATION ANNUAL REPORT

David Sidley gave the report. The Foundation Annual Report was included in the Board Packet.

MOTION: (Jones, Schwarz 5-0) To accept the Foundation's annual report.

8. TRUSTEE/STAFF COMMENTS/FUTURE AGENDA ITEMS

None.

9. ADJOURNMENT

The September meeting adjourned at 6:39 p.m.

RESPECTFULLY SUBMITTED,



Jeannie Kays
Director of Library Services