



ADMINISTRATIVE COUNCIL MEETING

Thursday, December 14, 2023

10:00 am – 12:00 PM

Hybrid meeting

On Site:

Riverside Main Library Community Room

3900 Mission Inn, Riverside, CA 92501

Alternate Meeting Locations:

Corona Library, 650 S. Main St., Corona, CA 92882

Hemet Public Library, 300 E. Latham Ave., Hemet, CA 92543

Inyo County Library, 168 N. Edwards St., Independence, CA 93526

Murrieta Public Library, 8 Town Square, Murrieta, CA 92562

Palm Springs Public Library, 300 S. Sunrise Way, Palm Springs, CA 92262

Palo Verde Valley Library District, 125 W. Chanslorway, Blythe, CA 92225

Paul A. Biane Library, 12505 Cultural Center Dr., Rancho Cucamonga, CA 91739

Upland Public Library, 450 N. Euclid Ave., Upland, CA 91786

Minutes

Approved March 14, 2024

Attendance

Caines, Kathye – Hemet
Castro, Arnold - Victorville
Christmas, Erin – Riverside Public
Dickinson, Luren – Beaumont
Kays, Jeannie – Palm Springs
Racelis, Melvon – Murrieta
Sunio, Maria – Moreno Valley
Tuckerman, Adam – Upland
Tyler, Joan – Riverside County
Whittington, Daniell – Corona
Williams, Kime – Palo Verde Valley
Villalobos, Nikki – San Bernardino Public

Other

Beck, Andy – SCLC
DePriest, Meg – CSL
Espinosa, Aaron – Rancho Mirage (guest)
Graver, Lori – SCLC
Powers, Christine – SCLC
Shaffer, Gary – Palm Desert Library
Walker, Wayne – SCLC

Absent

Garcia, Wess – Rancho Cucamonga
Lee, Kevin – Banning
Masters, Nancy – Inyo
Orosco, Melanie – San Bernardino County
Pedroza, Edward – Colton
Thrasher, Shawn – Ontario

1. Call to Order and Roll Call Erin Christmas
 - a. Welcome/Introductions
Meeting called to order at 10:02 AM.
2. Public Comment Erin Christmas

Opportunity for any guest or member of the public to address the council on any item of Administrative Council business.

None.
3. Consent Calendar Erin Christmas

All items on the consent calendar may be approved by a single motion. Any Council member may request an item be removed from the consent calendar and placed on the agenda for discussion.

 - a. Draft Minutes from the September 14, 2023, Administrative Council meeting MSP (Racelis/Kays) to pass with Consent Calendar, without changes.
11 yes, 0 no, 0 abstain
4. Adoption of the Agenda Erin Christmas

Chair removed item 9, Interest Group Discussion, as Thrasher was not present. Chair adopted amended Agenda, without objection.
5. Budget Status Report for FY 2023/24 Andy Beck

The Budget Status Report for FY 2023/24 reflects reconciled bank statement through October 31, 2023. Financial highlights for revenues include the receipt of membership dues of 41%.
6. Banking Status and Reconsideration of Financial Authority Christine Powers/
Andy Beck

MSP (Dickinson/Racelis) to discontinue Council Members as authorized signers on Inland's bank account, and authorized signers on the account will remain with the SCLC Executive Director and Project Manager, adding the Deputy Director as backup.
11 yes, 0 no, 0 abstain
7. CLSA FY 2023/24 Plan of Service Update Christine Powers

On October 19, 2023, the CLSB approved Inland's Plan of Service, as submitted. Staff received and filed the required paperwork to claim Inland's CLSA funds and anticipates these funds will be received and distributed by the end of the calendar year.
8. Inland Library System Webpage Update Christine Powers

Earlier this year, members of the Inland Library System voted to allow staff to create and manage Inland's webpage as a subpage of the SCLC's website. Staff will take care of updating this site regularly to post agendas in compliance with the Brown Act and make any updates regarding member library contact information, as needed. SCLC contracted with Streamline, and will migrate the existing website onto a new platform, scheduled to go live in early 2024.

10. Consideration of New System Member: Palm Desert Public Library
 Christine Powers
 MSP (Dickinson/Racelis) to confirm the action of the Executive Committee, and approve Inland membership of Palm Desert Public Library, beginning July 1, 2024, and pending approval of the CLSB.
 12 yes, 0 no, 0 abstain
11. Inland Library System Delivery Services
 Christine Powers
 As part of its cooperative activities, the Inland Library System maintains delivery services amongst its members. For the past several years, Kergyl Books has served as Inland's courier. Kergyl Books ceased operations on November 17, 2023.
 MSP (Sunio/Caines) to:
 1. issue an RFP to gauge cost of new delivery service, with separate quotes listing Victorville, Inyo as optional delivery locations, and
 2. for library and SCLC staff track internal delivery costs, during the interim
 11 yes, 0 no, 1 abstain
12. State Library Liaison Report
 Meg dePriest
 Applications for LSTA grants for FY2024/25 will be open from January 10-March 6, 2024, with an information session on January 17, 2024 (<https://www.library.ca.gov/grants/>). To prepare a grant application, please familiarize yourself with the California State Library LSTA Five-Year Investment Plan (<https://www.library.ca.gov/wp-content/uploads/2022/10/CA-Five-Year-Investment-Plan-graphic.pdf>). CSL is working on a monthly newsletter to compress communications. Council requested that CSL report back to Inland on plans to support public library and school collaborations, following the passage of SB321.
13. Administrative Council Chair Report
 Erin Christmas
 None.
14. Other
 Erin Christmas
 None.
15. Member Library Updates
 Erin Christmas
Beaumont – Received \$1M in ARPA funds, via Riverside County to be used towards facility renovations.
Corona – Plan to remodel the Heritage Room in January 2024
Hemet – An elevator has been condemned and is being fixed; approved for a Building Forward grant to implement solar and a backup generator so that site can function as a colling station during hot weather; in March, will host event Get Your Comics On; issued an RFP for a firewall, to be funded with ARPA through the city; will hire a new literacy coordinator at the beginning of 2024; began circulating passes for the Western Science Center.

Moreno Valley – Opened a new technology center and makerspace at the Moreno Valley mall location, and a fourth satellite location may open soon.

Murrieta – Will be hiring to staff a new Youth Services position, and currently expanding children’s programming

Palm Springs – Drag story hour resumed in October 2023. The event Palm Springs Speaks will host Temple Grandin, Fran Drescher on upcoming dates (<https://palmspringsspeaks.org>). A renovation project is in the design phase, and hoping to pass a bond measure to cover the gaps in grant funding.

Riverside County – Added backpacks to collection, via the LSTA Backpack program; hired an Assistant Chief; closed Indio location for construction, with a temporary location open.

San Bernardino Public – received a grant to renovate the main branch

Upland - Refurbishing the elevator with funding from a Building Forward grant

Victorville – Construction designs are done and out for bid and hoping to break ground in early 2024.

16. Adjournment

Erin Christmas

MSP (Sunio/Dickinson) to adjourn meeting at 11:06 AM.

Respectfully submitted by Lori Graver on March 14, 2024.