



ADMINISTRATIVE COUNCIL MEETING

Wednesday, May 8, 2024

10:00 am – 12:00 pm

Hybrid meeting

On Site:

Riverside Public Library, Arlington Branch
9556 Magnolia Ave, Riverside, CA 92503

Alternate Meeting Locations:

Corona Public Library, 650 S. Main St., Corona, CA 92882
Hemet Public Library, 300 E. Latham Ave., Hemet, CA 92543
Inyo County Free Library, 168 N. Edwards St., Independence, CA 93526
Palm Springs Public Library, 300 S. Sunrise Way, Palm Springs, CA 92262
San Bernardino Library Administration, 555 W. Sixth St., San Bernardino, CA 92410

Minutes

Attendance

Castro, Arnold – Victorville
Christmas, Erin – Riverside Public
Dickinson, Luren – Beaumont
Erjavek, Ed – San Bernardino Public
Garcia, Wess – Rancho Cucamonga
Kays, Jeannie – Palm Springs
Masters, Nancy – Inyo
Orosco, Melanie – San Bernardino
County
Racelis, Melvin – Murrieta
Sunio, Maria – Moreno Valley
Thrasher, Shawn – Ontario
Tyler, Joan – Riverside County
Whittington, Daniell – Corona

Other

Beck, Andy – SCLC
Powers, Christine – SCLC
Snodgrass, Nerissa – SCLC
Tucker, Rachel – CSL
Walker, Wayne – SCLC

Absent

Caines, Kathye – Hemet
Espinosa, Aaron – Rancho Mirage
Lee, Kevin – Banning
Pedroza, Edward – Colton

1. Call to Order and Roll Call Erin Christmas
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
 - a. Draft Minutes from the March 14, 2024, Administrative Council meeting
MSP (Sunio/Wess) to pass the Consent Calendar, without changes.
13 yes, 0 no, 0 abstain
4. Adoption of the Agenda Erin Christmas
Chair adopted the Agenda, as present, without objections.
5. Budget Status Report for FY 2023/24 Andy Beck
(DISCUSSION)
6. Consideration of Memberships Christine Powers
(ACTION)
MSP (Racelis/Thrasher) to support sharing the cost of the Executive Director's professional memberships, as well as becoming a member of CLA at the \$250 level.
13 yes, 0 no, 0 abstain
7. Agreement with SCLC for Administrative and Fiscal Christine Powers
Services for FY 2024/25
(ACTION)
MSP (Dickinson/Racelis) to authorize the Administrative Council Chair to sign the agreement between Inland Library System and SCLC, for administrative and fiscal services for FY 2024/25.
13 yes, 0 no, 0 abstain
8. CLSA Plan of Service and Budget for FY 2024/25 Christine Powers
(ACTION)
MSP (Sunio/Thrasher) to authorize the Inland Chair and Vice-Chair to work with SCLC staff to complete and sign the FY 2024/25 CLSA Plan of Service and Budget for submission to the State Library.
13 yes, 0 no, 0 abstain
9. Proposed Budget for FY 2024/25 Andy Beck
(ACTION)
MSP (Dickinson/Erjavek) to approve the Proposed Budget pending final approval of CLSB and Governor's budget.
13 yes, 0 no, 0 abstain
10. Nomination of Officers for FY 2024/25 Erin Christmas

(DISCUSSION)

Officer nomination will be done through email

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| 11. Meeting Schedule for FY 2024/25
(ACTION)
MSP (Thrasher/Racelis) Administrative Council to select times and dates for their four regular meetings for FY 2024/25 and select the in-person meeting locations for each of these meetings.
13 yes, 0 no, 0 abstain | Erin Christmas |
| 12. Discussion of RFID Gates
(DISCUSSION) | Wess Garcia |
| 13. State Library Liaison Report | Rachel Tucker |
| 14. Administrative Council Chair Report | Erin Christmas |
| 15. Other | Erin Christmas |
| 16. Member Library Updates | Erin Christmas |

Arnold Castro/Victorville – New library construction, official groundbreaking May 23rd. Slated to be back in by 2025. The first 24hour library kiosk in the park and new coin/bill acceptor for the copier.

Melvin Racelis/Murrieta – Getting ready for Summer Reading and actively recruiting for two part-time Pages.

Danielle Whittington/ Corona – In the middle of a strategic plan. Partnered with LibraryIQ for next 3 years.

Wess Garcia – Rancho Cucamonga – Filling a senior library position which will leave a vacancy.

Mario Sunio/Moreno Valley – The city signed a lease agreement for a fourth library location, expected to open in 18 months. Gearing up for summer reading. Had a successful Los Ninos Libros event.

Jeanie Kays/Palm Springs – Still in the design phase of library renovation. Visit engagepalmsprings.com.

Joan – Two tentative groundbreaking events; Lakeside in August 2024 and Calimesa will be bulldozed in early June 2024.

Luren Dickinson/Beaumont – City recently included library in a impactful study for the first time in 8 years.

Nancy Masters/Inyo – Bookmobile event; gave out Covid test, free books, and card sign-ups. Found a librarian for Death Valley library (Open house 5/22). Extended reading program with local school district. Getting ready for Summer

Reading. Courthouse is getting new HVAC system.

Shawn Thrasher/Ontario – State Librarian spoke to City Council and it went well. Hosting first MakerCon (Sat, June 8th). CLA Bookmaker showcase at conference.

Melanie Orosco/San Bernardino County – Staff Development Day, focusing on wellness, training, and appreciation. Happiness expert author spoke with staff. Gearing up for Summer Reading Project. Working on partnerships with County partners, regional parks. Observatory installed at Lucerne Valley branch in June. Installing study room in Realto. Hoping Board of Supervisor approves removing late fees for adults.

Erin Christmas/Riverside Public – Citywide customer service training at Convention Center. Working on Fall budget.

17. Adjournment

Erin Christmas

MSP(Orosco/Castro) to adjourn meeting at 11:35 AM.

