

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

Palm Springs Public Library  
The Learning Center

December 19, 2019

**1. CALL TO ORDER**

President McBride called the meeting to order at 3:00 p.m.

**2. ROLL CALL**

**PRESENT**

Craig Borba	Yes
Harry Courtright	No
David Kelly	Yes
Ed McBride	Yes
Kathy Weremiuk	No

**STAFF PRESENT:** Jeannie Kays, Director of Library Services.

**CITY STAFF PRESENT:** Julie Warren, Library Services and Public Relations Manager; Lisa Brock, Library Operations and Collection Manager.

**PUBLIC PRESENT:** None.

**3. POSTING OF AGENDA:** Jeannie Kays reported that the agenda was posted on the Library's website and at City Hall on or before December 12, 2019.

**4. APPROVAL OF MINUTES OF:** The minutes of the November 21, 2019 meeting were accepted.

**5. ADDED STARTERS:** None.

**6. PUBLIC COMMENTS:** None.

**7. TREASURER'S REPORT:** Treasurer Kelly gave the report. The Library Trust Fund balance is \$1,955,564.21. Treasurer Kelly asked if the Finance Department has credited the earned interest from previous fiscal years. Director Kays said this has not been done yet. Treasurer Kelly asked if the Library Board should send a note to them and Director Kays said she would follow up with them. Treasurer Kelly asked President McBride if the Library Board has sent notes to City Hall before; it has been done in the past. Treasurer Kelly will prepare a draft for President McBride to send to the Finance Department after the holidays. Treasurer Kelly asked about the status of the money owed to Library Strategies that was supposed to be coming from Measure J Funds. Director Kays said she has not heard back from Measure J or the Finance Department.

**8. REPORT FROM FOPSL LIAISON:** Julie Warren gave the report. The Friends had a book sale December 14-15<sup>th</sup>. They sent out a Giving Tuesday request and will be sending out an end of the year donation request. The Friends will be hosting three events during Modernism Week: a house tour, a lecture, and an exhibit featuring mid-century modern pottery and dinnerware. Treasurer Kelly asked how the Friends felt about the Legacy Wall. They were very happy with the reception and all the class visits. Treasurer Kelly asked how we counted the class visits in our statistics and Director Kays said they were counted in the door count. The next book sale is March 13<sup>th</sup>-15<sup>th</sup>.

**9. REPORT FROM LIBRARY FOUNDATION LIAISON:** President McBride gave the report. The Foundation is interviewing nine new board candidates. They have done an analysis on the current board to identify strengths and weaknesses and are looking for candidates who can fill in the weak areas. For example, they are looking for someone with a financial services background. The Foundation is working with Buzz Factory to update their collateral materials.

## **10. LEGISLATIVE ACTION**

### **10. A. Appoint Nominating Committee**

President McBride appointed Trustee Courtright and Trustee Borba to the Nominating Committee.

### **10. B. Set meeting dates for 2020**

The only days available at City Hall are the first Tuesday, Wednesday, or Thursday of the month. The Board will meet Tuesday, January 28<sup>th</sup> at 3pm at the Library. The Board will skip February and meet on Thursday, March 6<sup>th</sup> at 3pm at City Hall.

**MOTION:** (Kelly/Borba, 3-0) To move the Foundation annual report to the March meeting.

## **11. COMMITTEE REPORTS**

### **11. A. Report from Advocacy Committee**

No Report.

### **11. B. Report from Budget Committee**

The Budget Committee will meet in February to plan the 2020-2021 budget.

### **11. C. Report from Buildings Committee**

President McBride asked for an update on the next steps for the Building Committee's recommendation. Director Kays said she has not heard anything and that the new City Council was just seated so that is probably why. President McBride said at the very end of the Council meeting where the recommendation was given the Council asked Dr. Ready to form another committee to start looking at programming and the next steps for the building. Treasurer Kelly said he thought that the cost issue that Dr. Ready is supposed to be looking at is both what renovations could be done to the current building but also any other alternatives including a new building elsewhere. President McBride said a new building is possible but based on the recommendation from the Building Committee it would be at the current site. President McBride will reach out to Dr. Ready to find out the next steps.

### **11. D. Report from Policies/Bylaws Committee**

Director Kays said the Library will look at policies after the annual meeting.

### **11. E. Report from Literacy ad hoc Committee**

No Report.

### **11. F. Report from Strategic Planning ad hoc Committee**

Treasurer Kelly suggested that when we discuss the budget we should think about the Strategic Planning money Measure J set aside.

### **11. G. Report from Welwood ad hoc Committee**

Director Kays gave the report. The bids were submitted and the Engineering Department will write a staff report so City Council can award the bid. Engineering included the alternative bid items but Director Kays is not sure who makes the decision on whether to go for the upgrades or not.

## 12. REPORT FROM STAFF REPRESENTATIVE

Palm Springs Speaks upcoming speakers: Joan Collins, January 26, 2020, Andrea Bernstein, January 31, 2020, Tembi Locke, February 5, 2020, and Bob Woodward, March 6, 2020.

Library closed December 24 and 25. Closing at 6:00 pm on Dec. 31.

Festival of Lights Parade: the library participated and it was a fun way to promote the library.

Santa event was terrific.

The library is going to be a Passport Acceptance Facility very soon. Photo supplies just arrived. Awaiting our agent IDs.

Many interesting programs coming in January. Check out our brochure for details.

## 13. TRUSTEE COMMENTS & REQUESTS

Trustee Borba asked if there was an update on the Frey building but Director Kays said no. President McBride explained how the Library Board committees are appointed.

## 14. ADJOURNMENT

The December meeting adjourned at 4:27 p.m.

**RESPECTFULLY SUBMITTED,**



**Jeannie Kays**  
Director of Library Services