MINUTES
A regular meeting of the A. K. Smiley Public Library Board of Trustees was held in the Assembly Room 125 W. Vine Street on Tuesday, December 13, 2022 at 5:00pm.

Present:  Bill Hatfield, President; Rosa Gomez, Vice President; Marty Davis, Trustee; Bill Hardy, Trustee and Kate Pretorius, Trustee
Also Present:  Dennis Bell, general public; Nathan Gonzales, Archivist / Curator; Jenesie Hardyman, Management Analyst; Don McCue, Library Director; Rebecca McCurdy, FOL President; Steve Stockton, RHMA President

Bill Hatfield called the meeting to order at 5:00pm.

Public Comment
Dennis Bell commented that there was not a toll-free phone number option available to connect to Zoom. Don McCue is going to inquire with the city about obtaining one.

Minutes & Expenditures
There being no further public comment, Bill Hatfield continued the meeting. Rosa Gomez moved to approve the October 11, 2022 Meeting Minutes and October/November Expenditures. The motion was seconded by Kate Pretorius. The Board of Trustees, by roll call vote, approved the minutes and expenditures. Bill Hardy recused himself for the minutes as he did not attend the meeting and Marty Davis recused himself for the expenditures.

Discards
Marty Davis moved to approve the October/November 2022 Discards, motion was seconded by Kate Pretorius, the Board of Trustees unanimously approved, by roll call vote.

Reports
General Friends of the Library Update, presented by Rebecca McCurdy, President:
- The Fall sale was successful.
- Holiday Sale brought in over $1000, however, there were not very many children present to see Santa. Only 12 coupons were collected.
- Gettysburg sale resulted in about $100.
- Membership staying stead around 850.
- The bookstore will be closed the last week in December.

General Redlands Historical Museum Association Update, Presented by Steve Stockton, President
- The exterior tile on the “origami” is complete.
- Continue to have supply chain issues as the electrical has been delayed until about the third week of December. Should be complete by the end of January.
- Fundraising continues with Bill Hatfield providing great insight at the last fundraising event.
- Rochford has challenged large donors to join him in contributing 10% of their previous donation for current fundraising efforts.

Library Director’s Report
General Library Update, Presented by Don McCue, Library Director:
- Gala 2022 figures were provided and resulted in $109,883 raised compared to $98,201 in 2018.
- Year end letter was sent out on Monday, December 12 with patrons already providing ideas for next year.
- At the December 20, 2022 City Council meeting, Trustees Bill Hatfield and Kate Pretorius will be reappointed.
- At the December 6 City Council meeting, the California Infrastructure Grant was formally accepted along with providing the requested matching funds.
- The South Entrance ADA door is still non-functional awaiting parts.
- Special Collections has had staffing issues related to illness and open positions.
- Programming continues in spite of a rise in COVID cases.
• Smiley Library received a complaint about the Rockwell Prints in the Young Readers’ Room corridor. The signage will be modified to include that the Smiley Library does not endorse actions depicted in the images.
• Many attendees of the Día De Los Muertos event have sent compliments and appreciation for the program and are looking forward to future events.

Old Business
Discussion and possible action regarding Library’s Strategic Plan.
• The subcommittee has requested a scope of work from Martín Gomez. Still awaiting a response. Minimal changes were made to the draft. This item to be included on the January 10, 2023 agenda.

Discussion and possible action regarding the Lower-Level Repurposing and California State Infrastructure Grant.
• The second phase of the grant is opening soon. The Strategic Plan should provide possible suggestions for that area. This item to be included on the January 10, 2023 agenda.

New Business
Discussion and possible action regarding the financial statements for fiscal year ending June 30.
• Marty Davis inquired if the Management Representation Letter is the same as last year. Don McCue will confirm and let Marty know. Bill Hardy moved to approve the financial statements for fiscal year ending June 30, 2022, Rosa Gomez seconded the motion and the Board of Trustees unanimously approved by roll call vote.

Discussion and possible action regarding 2023 Library Closures.
• As staff is still awaiting the closure calendar from the city, they recommend this item be tabled for the January 10, 2023 meeting. This item to be included on the January 10, 2023 agenda.

Discussion and possible action regarding addition to Guidelines for Library Use.
• Marty Davis moved to approve the addition highlighted on the agenda packet to the Guidelines for Library Use, seconded by Kate Pretorius and the Board of Trustees unanimously approved by roll call vote.

Discussion and possible action regarding Trustee Handbook.
• Some of the Trustees did not receive / review the information and would like this item to be included on the January 10, 2023 agenda.

Discussion and possible action regarding Smiley Library social media needs.
• Library Director reported that our current contracted social media coordinator will cease providing her services. She has agreed to extend them through June 30, 2023 with an increase in her rate to $2,000 per month. During this time staff will look for a replacement. It was noted that many libraries provide this service in-house rather than contract it out. Marty Davis moved to approve an increase in the budget to $2000 per month on a month-to-month basis, taken from the Printing budget, Rosa Gomez seconded the motion and the Board of Trustees approved unanimously by roll call vote.

Adjournment
There being no further business, Bill Hatfield adjourned the meeting at 5:58pm.
The next regular meeting of the A.K. Smiley Public Library Board of Trustees will be held on Tuesday, January 10, 2023.

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William Hardy, Secretary