



MINUTES

A regular meeting of the A. K. Smiley Public Library Board of Trustees was held at the Assembly Room at 125 W. Vine Street on Tuesday, December 12, 2023 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; Darlene Held, Contemporary Club President; Don McCue, Library Director; Mario Saucedo, City Liaison; Steve Stockton, RHMA Board President; and Bob Toister, FOL Member;

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

Public Comment

Bill Hatfield opened the meeting for public comment. Darlene Held mentioned the Contemporary Club is celebrating its 130th anniversary on 1/27/2024 from 11am – 2pm with booths and a history presentation, given by Nathan Gonzales. There being no further comment Bill Hatfield continued the meeting.

Minutes & Expenditures

Bill Hardy moved to approve the November 14 meeting minutes and November expenditures. The motion was seconded by Rosa Gomez and passed unanimously.

Discards

Marty Davis moved to approve the November 2023 discards, motion was seconded by Bill Hardy and passed unanimously.

Reports

General Friends of the Library Update, presented by Bob Toister, Member:

- FOL just had a 3-day Holiday sale, making over \$1,100;
- The permanent donation bin is still being planned;
- Rebecca McCurdy and another member will be visiting the Anaheim Public Library to meet about their mobile library.

General Redlands Historical Museum Association Update, Presented by Steve Stockton, RHMA Board President

- The interior framing is being installed and he encourages everyone to visit. Work with Don and staff to schedule potential tours;
- Approximately \$1,000,000 in pledges have been received for January 2024;
- The \$2,000,000 grant is still pending from the state and they are revisiting an advance from the City of Redlands;
- The RHMA is meeting weekly via Zoom with the construction team.

The Director's Report was moved to the end of the meeting with the permission of Bill Hatfield and the rest of the Board of Trustees.

Old Business

Discussion and possible action regarding Library's Strategic Plan.

- Marty Davis moved to approve the Strategic Plan with the four changes noted: removing a period at the end of the 6th bullet point under the 2024 timeline header, moving "begin planning for the quadrennial library gala" from 2026 timeline header to the 2025 timeline header, replacing "Begin mobile library services" under the 2027 timeline header to "Evaluate findings of mobile library options" and moving "Stage successful quadrennial library gala" from the 2027 timeline header to the 2026 timeline header. Rosa Gomez seconded the motion and it passed unanimously.

Discussion and possible action regarding revamping Smiley Library's website.

- After a brief discussion, Bill Hardy moved to approve selecting Creative 7 as the vendor. Kate Pretorius seconded the motion and it passed unanimously.

Discussion and possible action regarding Lower Level Revive Project.

- After much discussion Rosa Gomez made a motion to direct Library Administration to prioritize a space planning study funded by the City of Redlands. Kate Pretorius seconded and it passed unanimously.

New Business

Discussion and possible action regarding 2024 Library Closures.

- Bill Hardy moved to proposed 2024 Library Closures. Kate Pretorius seconded the motion and it passed unanimously.

Discussion and possible action regarding library fines and fees.

- After much discussion, Rosa Gomez moved to no longer collect late fines. Bill Hardy seconded the motion and it passed unanimously.
- Marty Davis moved to waive non-resident fees. Rosa Gomez seconded the motion and it passed unanimously.

Discussion and possible action regarding Collection Development Policy updates.

- This agenda item to be continued at the January 9, 2024 board meeting.

Discussion and possible action regarding room rental policy addition.

- Marty Davis moved to add the paragraph noted in the Board Packet to both the Assembly Room Use Policy and the Contemporary Club Rental Policy. Bill Hardy seconded the motion and it passed unanimously.

Library Director's Report

General Library Update, Presented by Don McCue, Library Director:

- The Boiler is currently being installed and will take approximately another 3 weeks.
- The city has requested a wish list of items for the Fiscal Year 2024/2025 including personnel needs by 1/14/2024.
- Personnel:
 - Melony Stevens will being her Full Time Technical Services Clerk position on 1/8/2024.
 - The Part Time Adult Literacy Assistant position will be posted for applications in January.
 - The Senior Administrative Assistant position for the Special Collections is still open, pending Human Resources.

Adjournment

There being no further business, Bill Hatfield adjourned the meeting at 6:16pm.

The next regular meeting of the A.K. Smiley Public Library Board of Trustees will be held on Tuesday, January 9, 2024.

William Hardy, Secretary