



MINUTES

A special meeting of the A. K. Smiley Public Library Board of Trustees was held in the Event Pavilion at the Museum of Redlands at 1 N. Center Street on Wednesday, July 30, 2025 at 9am.

Present: Bill Hatfield, President; Rosa Gomez, Vice President; Marty Davis, Trustee; Bill Hardy, Trustee; and Kate Pretorius, Trustee

Also Present: Char Burgess, RHMA President; Maria Carrillo Colato, Special Collections Manager; Phil Doolittle, WLMA Treasurer; Nathan Gonzales, Archivist/Curator; Jenesie Hardyman, Management Analyst; and Don McCue, Library Director

Bill Hatfield called the meeting to order at 9:03am.

Public Comment

There being no public comment, Bill Hatfield continued the meeting.

Museum of Redlands

Discussion and possible action regarding Licensing Agreement

- It was brought to the board's attention that an event with the Redlands Symphony on October 23, 2025 was approved by the Redlands Historical Museum Association (RHMA). As the Licensing Agreement has not been finalized or approved, there was much discussion about how to handle this. Chris Boatman, Assistant City Manager and Don McCue have discussed this issue and are trying to find a compromise. Library Board has tasked Don McCue with reviewing the current rental policies and rental agreement currently in place for the Contemporary Club to adapt to the Event Pavilion for this one-time issue. This item to be added to the agenda and discussed at the August 12 regular Library Board Meeting.
- There are three store events in August that have been approved for the RHMA to use.
- The draft Licensing Agreement from early 2025 was provided to the board members to review for context for the proposed one-time Event Pavilion rental agreement.

Discussion and possible action regarding Exhibits

- Nathan Gonzales provided a report of the status of the various exhibits currently being installed. He noted there are many factors contributing to the length of time it is taking to complete them including needing additional components, non-functioning building systems or having to work with third party schedules.
- Bill Hardy inquired about the Jack H. Brown / Hometown Heroes exhibit to which Nathan responded he and Maria Carrillo Colato have to work with the family to access the collection before than can start to plan the installation of the exhibit.
- An opening date cannot be determined at this time, but Nathan Gonzales thinks that once the exhibits are about 2 months from completion, he will be able to have a better grasp of an opening date.
- Char Burgess noted that the Donor Preview Gala may be competing with other Redlands events and finding a caterer has been difficult.
- The California Natural Resources Agency Grant is still pending a \$200,000 reimbursement to the City of Redlands. An extension has already been requested and granted until 12/31/2025. These funds are contingent upon the Museum of Redlands being "open to the public generally." Board directed Don to inquire with city Grant Administrator about asking state for extension.
- Char Burgess and Phil Doolittle mentioned that the RHMA has been paying for a storage unit to house MOR donations / artifacts. They are requesting the Smiley Library Board take on this expense. This item will be included on the August 12 regular Library Board Meeting.

Discussion and possible action regarding Budget

Marty Davis moved to approve reallocation of the remaining Compact Shelving start-up funds of \$289,622.79 towards Exhibits expenses for the 2025/2026 Fiscal Year. Rosa Gomez seconded the motion and it passed unanimously.

Discussion and possible action regarding Staffing

- Originally the MOR was budgeted 2.5 FTEs from the City of Redlands, which included a full-time Museum Collections Specialist, a full-time Administrative Assistant and a part-time Museum Attendant. Nathan Gonzales would like to request two part-time Museum Attendants to adequately provide service to both the Lincoln Memorial Shrine and MOR. Don McCue to request this at the bi-ennium review in Winter 2026.

Discussion and possible action regarding Library Board Liaison to the RHMA

- Marty Davis agree to be the back-up in the event Rosa Gomez is unable to attend the meetings held on the first Tuesday of the month at 4pm in the Event Pavilion.

A short break was taken at 10:58am and the special meeting reconvened at 11:15am.

Marty Davis made a motion to skip to item V. B. Lincoln Memorial Shrine – WLMA and reopen if Phil Doolittle wanted to discuss. Rosa Gomez seconded the motion and it passed unanimously.

Lincoln Memorial Shrine

Discussion and possible action regarding the WLMA

- Kate Pretorius resigned from the WLMA Board of Directors, effective July 9, 2025. Bill Hatfield will continue as a Director.
- A discussion of the proposed 250th anniversary of the Declaration of Independence exhibit and symposium presented at the July 8 WLMA board meeting included the possible effect on Special Collections staff's time and commitment to opening the MOR. The Library Board expressed their concern that Special Collections staff were being tasked with too much during this time. It was also mentioned that there not any known artifacts that pertain to Lincoln and the Declaration of Independence in the current Shrine Collection.
- In order to assist the Special Collections staff, Don McCue confirmed he will be installing the manuscript exhibit for the February Lincoln Open House.
- Marty Davis inquired if the WLMA was asking for funding from the Library Board for these planned exhibit and events. It was confirmed that no funds were needed or being asked from the Library Board.

Smiley Library

Discussion and possible action regarding relationship between Library and City

- Marty Davis reiterated his reasoning as to why a meeting between the City Manager, City Attorney and Board Subcommittee is needed, including reiterating the Library Board's role as it pertains to the State Education Code and the new(er) City Attorney.
- Don McCue was tasked with setting up this meeting in the next couple months.

A lunch break was taken at 11:57am and the special meeting continued at 12:13pm.

As two members of the general public, Jennifer Escobar and Erin, owner of Frugal Frigate made an appearance, Rosa Gomez made a motion to approve skipping to Item IV F & G.i., Censorship / Freedom to Read Issues and Outreach, respectively. Marty Davis seconded the motion and it passed unanimously.

Discussion and possible action regarding Censorship / Freedom to Read Issues

- Don McCue reiterated that Smiley Library follows American Library Association guidelines as they pertain to this issue.
- Jennifer Escobar provided a brief presentation including her support of the library and volunteering to be on any working group, should one be formed. She handed out a worksheet for potential library events addressing this issue.
- Erin Rivera from Frugal Frigate gave her experience growing up and how this has affected her and her bookstore. She is supportive of keeping libraries public.
- Don McCue mentioned the State of California is reviewing Development and Deaccession policies for smaller libraries.
- No action was taken.

Discussion and possible action regarding Library Operations

- The board asked what other ways can the library provide services / outreach.

- The topic of purchasing and utilizing a bookmobile was brought up.
 - The FOL have offered to provide funding for the purchase of the vehicle.
 - There isn't currently staffing funds allocated for this service and would need to be requested from the city.
 - Social Media should be used to promote library card sign-ups and e-cards for digital access.

Discussion and possible action regarding Board Member Recruitment

- Marty Davis made a motion to form a Nominating Subcommittee consisting of Kate Pretorius and Rosa Gomez. Potential names should be sent to them for review. Bill Hardy seconded the motion and it passed unanimously.

At 1:09pm Phil Doolittle returned to the meeting and the library board continued with V.B. under Lincoln Memorial Shrine.

Lincoln Memorial Shrine

Discussion and possible action regarding WLMA

- The WLMA Board of Directors is still working out potential dates, location, availability of speaker(s) for symposium and scope of exhibit for the 250th Anniversary of the Declaration of Independence.
- There is concern for the Special Collections staff availability with the opening of the MOR being their primary focus.
- Don McCue will work with the WLMA on more details.
- The review of the investment firm was brought up. The WLMA Board of Directors wants to know if the Smiley Library Board is interested in possibly meeting jointly on a quarterly basis with Kaspick. The Smiley Board needs to decide if they want to review their investment policy and how often they would want to meet. This item to be placed on the August 12 Library Board meeting agenda.
- To be added as an agenda item for the August 12 Library Board meeting is whether the Library Board wants to be included on the RFP to potential Investment firms.

Smiley Library

Discussion and possible action regarding Staffing

- Marty Davis will work with Don McCue on reimplementing the Director's Evaluation.

Discussion and possible action regarding 5-Year Strategic Plan Year 2 Review

- Don McCue and Bill Hatfield are currently working on the August appeal letter.
- The planning for the 2026 Library Gala has not started yet. The date of 10/17/2026 was suggested.

Discussion and possible action regarding Endowment

- There was a discussion of using more endowment funds for items like museum attendants or the bookmobile.
- The Smiley Library Board of Trustees is not interested in establishing a Foundation at this time.

The special meeting recessed to a closed session at 3:12pm to discuss the Contract Negotiation of Library Director.

The special meeting reconvened at 3:47pm.

- No reportable action was taken during closed session.

Adjournment

There being no further business, Bill Hatfield adjourned the meeting at 3:48pm.

The next regular meeting of the A.K. Smiley Public Library Board of Trustees will be on Tuesday, August 12, 2025.

William Hardy, Secretary