

# *City of Calimesa*

## Minutes of the Regular Meeting of the Library Commission Tuesday, April 4, 2023

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**CALL TO ORDER:** The meeting was called to order at 4:30 p.m. by Vice-Chairperson Mugiishi

**ROLL CALL:**

COMMISSIONERS PRESENT: Andres, Mugiishi and Pettiford

COMMISSIONERS ABSENT: Reeves and Zylman (excused)

STAFF PRESENT: Darlene Gerdes, Deputy City Manager/City Clerk, Celeste Reid, Finance Director

**PUBLIC COMMENT:**

None

**APPROVAL OF MINUTES**

a. There were no minutes ready for approval at this time.

**LIBRARY REPORT**

Branch Manager Conable was not in attendance, therefore no report was provided.

**BUSINESS ITEMS FOR DISCUSSION**

**Monthly Budget Update:** Deputy City Manager/City Clerk Gerdes provided a budget update through March 31, 2023, reporting a fund balance of \$334,184, Giving Tree Balance of \$27,092 Book Sales Balance of \$14,258 Friends of the Library Balance of \$36,916 and Jim Hyatt Memorial Balance of \$2,047 with total funds available of \$414,497. Revenues to date of \$42,555 and expenditures to date of \$12,525. The Library Fund Development Impact Fee Balance is \$1,166,778.

**THERE WAS COMMISSION CONSENSUS TO APPROVE THE MONTHLY BUDGET UPDATE AS PRESENTED.**

**YHS 2023 Scholarships Application Process Update:** Deputy City Manager/City Clerk Gerdes reported that she had not received any scholarship applications as yet, but hope to have them for the May meeting for review and selection by the Commission.

***The report was received and filed by the Commission.***

**Discussion of potential student committee establishment:** Deputy City Manager/City Clerk Gerdes provided a copy of the Calimesa Municipal Code as it relates to the Library Commission's powers and duties, and stated that if the Commission desired to add a student member to the Commission or create a student sub-committee to the Commission, their request would need to be taken to City Council for approval. Further

discussion of this item was continued to the next meeting, as Chairperson Zylman and Commissioner Reeves were not in attendance.

**Update and discussion of Library Improvement Project:** Deputy City Manager/City Clerk Gerdes reported that the County and the Architect have discussed with the City the possibility of placing the new library on the parcel where the current library sits. The site relocation would provide for a cost savings to the project in the amount of \$350,00 - \$400,00 and that the County would be covering any costs associated with the interim library including rent, relocation, staffing, etc.

She further stated that the County and City agree that the largest concern to the revised plan is maintaining public access to the library and library services. In order for this footprint to work and to keep library services intact, a temporary location is necessary to house the library during construction. She reported that the City and County staff are working together to locate a temporary site to host an interim library for the public while the existing library is demolished and a new library is constructed and that contact had been made with Bank of America for the interim use of the vacant Bank of America building located at 1055 Calimesa Boulevard, on the corner of Calimesa Boulevard and Avenue L. She further reported that City and County staff would be touring the facility and would come back to the Commission with additional information at the next meeting.

***The report was received and filed by the Commission.***

#### **COMMISSION MEMBERS REPORTS AND COMMENTS**

None

#### **ADJOURNMENT**

The Library Commission meeting was adjourned at 5:00 p.m. to the Regular Meeting of May 2, 2023.

Respectfully submitted,

*Darlene Gerdes*

Deputy City Manager/City Clerk

**APPROVED BY COMMISSION**

*May 2, 2023*

**Approved by Council:**

*May 15, 2023*