

CITY OF PALM DESERT STAFF REPORT

MEETING DATE: May 9, 2024

PREPARED BY: Gary Shaffer, Director of Library Services

REQUEST: STUDY SESSION: INFORMATION REGARDING LIBRARY POLICIES

RECOMMENDATION:

Receive and file an informational update from staff on library policies.

BACKGROUND/ANALYSIS:

In June 2023, the City Council directed staff to proceed with withdrawing from the Riverside County Library System and establish its own municipal library services. The following steps have been taken since then to facilitate that effort:

- October 12, 2023: City Council adopted the Resolution. No. 2023-047 withdrawing from the Riverside County Library System (RCLS) and indicating its intent to establish an independent municipal library.
- November 7, 2023: Riverside County Board of Supervisors received and filed Resolution No. 2023-047.
- March 12, 2024: Riverside County Board of Supervisors ratified and agreed to the terms of the agreement to withdraw from the RCLS.

It is typical for libraries to have policies that govern circulation of materials, code of conduct, collection development and more. As the City Council will soon be established via ordinance as the library's governing board, it will need to adopt the library's policies.

Legal Review:

This report has been reviewed by the City Attorney's office.

FINANCIAL IMPACT:

Costs associated with the provision of library policies have been included in the current and proposed 2024-25 Library Operations Budgets (252).

ATTACHMENT:

1. Draft Library Policy Manual
2. PowerPoint Presentation