



# BOARD OF LIBRARY COMMISSIONERS

## Meeting Minutes

WEDNESDAY, February 1, 2023  
Virtual/Teleconference, 12:30 p.m.

### Attendance

#### Commissioners:

Present: Wendy Urushima-Conn, Elizabeth Hansen, Sarah Moga-Aleman, Ben Moraga, Dr. Wendy Ranck-Buhr, Linda Sotelo, Shawna Hook-Held

#### Absent:

**Staff:** Misty Jones, Director, Jennifer Jenkins, Deputy Director, Bob Cronk, Deputy Director, Ady Huertas, Program Manager, Oscar Gittemeier, Program Manager, Tricia Nool, Executive Assistant

**Library Foundation:** Patrick Stewart, CEO; Charlie Goldberg, Marketing Director

**Friends of the Library:** Joan Reese

**Presenters:** Amanda Lorge, Library Staff

**Public:** Steve Hermes, Kristina Garcia, Joe Miesner

#### Item 1: Call to Order

Meeting was called to order by Commissioner Urushima-Conn at 12:31 pm via Zoom. Their last meeting was on January 4, 2023.

#### Item 2: Approval of Minutes

The January 4, 2023 minutes was approved unanimously

#### Item 3: Requests for Continuance

#### Item 4: Non-Agenda Public Comment

#### Item 5: Friends of the Library Report

Joan Reese, Friends of the San Diego Public Library

I'd like to report that the friends of the San Diego Public Library had another successful book sale at our University Heights site a couple of weeks ago at our January sale. It's been a year since we were able to reopen our book sale after the pandemic related closure of two full years, and each month seems to be better than the last. So, I we hope that trend continues. We continue to recruit and train new volunteers,

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who help with all aspects of our book sale operation. Members and leaders have continued to participate in the library master plan listening sessions at various branch libraries, and our members are also engaged in library advocacy, and are currently sending postcards to our City Council members and the Mayor to urge support for our library systems, priorities for the '23-'24 budget year.

We're continuing the Monthly Friends Meetings at the Mission Valley Branch Library. These have been held as hybrid meetings the last few months, and this helps enable members to attend and participate. We've actually had people recovering from Covid, recovering from surgery, who were able to be part of the meeting. The new owl videoconferencing device which the library has made available has allowed us to optimize the technical quality and meeting experience for both in-person and virtual attendees, so that's been a real help. We've used that now for two meetings, and we think we've figured out what all the right settings are to make it work.

I just want to announce that applications for the John McAllister Memorial Library Scholarship will be available within the next month or so for library employees who would like help in pursuing degrees or certificates in library science or related fields. We're quite proud of our role in helping library staff advance in their careers, and we've been pleased to see that a number of past McAllister scholarship recipients have gone on to become librarians at the branches and Central Library. Some are currently serving as branch managers and YSLs and a few, you know, I was really pleased to see on the latest directory of staff have very recently been promoted to positions. So, we're really glad to see that. It's sort of like being a parent and watching your kids can succeed. It's been really gratifying for us to see that so, we always appreciate the support of the library administration and helping us get the word out to potential future scholarship recipients. And please know that you are invited to our next book sale on February 18th and 19th, the Saturday and Sunday at our University Heights location.

#### Item 6: Library Foundation Report

Advocacy is one of the key components of the work that the Foundation does along with the Commission and Friends and this year's budget season is a little different than, and just for those that are new, just to let you know how that works. So, for example, Misty and her team and myself, a few other people will meet and talk about some specific budget priorities for the coming year, and then Charlie and I draft a budget priority letter on behalf of our Library's Transform SD Coalition. We send those to each one of our Councilmembers and they put together a first pass at their budget priorities. I'm sure everybody in San Diego is sending them budget priorities. Here's how we expect to see your investments in the community this coming year, and the Independent Budget Analyst publishes the first draft, and then, after that, depending on the outcomes we will quickly scramble and have some in-person or virtual meetings with the Councilmembers. All 9 City Council members have included the library in their budget priority memos, many of them literally copied and pasted just what we put in there. Again, a reminder, we are advocating for six hundred and seventy plus thousand dollars for YSL in every branch and five hundred thousand dollars maintenance line for the library and additional money to go towards books, materials, resources. We remain one of the systems that is woefully underfunded as compared to some of our larger metropolitan counterparts. But I'm very, very pleased to report this alliance that the library system was favorably received, and so thank you to Wendy and all of you, and the Commission and Joan, and again, and every one of the friends. It takes a group effort, and we still have a lot of work to do.

Part of the other thing that we've been doing is either hosting a reception. During the pandemic, we've been hosting the virtual watch party for the Mayor's state of the city address, so we did that again a couple of weeks ago. If you have not seen that, you're able to do that on our YouTube Channel.

Master plan engagement posting sessions - We want to invite any of you to come in and participate in one or more. The schedule is up on the city's website on the library's website, so come and join us. The conversation has been really great.

This is this is the time where we raise unrestricted money from the community to support the work that you do and you know, for example, one of the things that I'm really excited about is funding for the microbusiness center. We've been talking about that for a while, and it's the kind of thing that not only supports emerging entrepreneurs and business members to community, but also create collaborations and connections with partners like Score, Workforce Partnership and Volunteer Lawyers Association. So, it brings all of these other really creative organizations and entities into the library and interacting with library patrons. I wanted to share with you a couple of quotes people love to say why they are supporting the library, so I wanted to share a couple with you.

"The local public library was very important to me as a child, and we make remains so throughout my life. This is my payback for that, and yet it I could not exist without books, DVDs and CDs from my local library. Thank you for helping me live. I wish I could give more. I hope this helps."

"I very much appreciate the library and all that you do. Libraries are a safe haven for everyone. Let's provide the needed resources for them to thrive."

"My wife and I are both educators who have always valued books in libraries. Libraries are key to maintaining our democracy."

And then my favorite one is "a library is a key to the universe."

Thank you all again for all the work that you do, and I'm happy to support with anything, just feel free to get in touch any time.

#### Item 7: Consent Agenda

- a. Report on Library Construction Projects – Engineering and Capital Projects, Public Works Deputy Director Report

#### **The Pacific Highlands Ranch Branch Library:**

The new library building's construction is ongoing, and the bi-weekly progress meetings are being held on time. The building's steel and wood framing installation are in progress, the slab on grade concrete pour is scheduled to complete, by the Mid-February, and the rough electrical and plumbing installations are ongoing. The City PM/CM team along with the Library Management and Design Consultant are working closely with the General Contractor team, responding to arising questions and materials reviews.

#### **The Scripps Miramar Ranch Library Parking Lot Expansion:**

The contract was advertised on 12/29/2022, and Addendum 1 was issued to extend the bid due date to 3/7/2023, to allow the issuance of the added design component of replacing (2) large storm water drainage pipes, via Addendum 2.

#### **Ocean Beach Branch Library:**

In December, AEP's design section submitted the plans, documents and analysis to Development Services to start the Coastal Development Permit and CEQA Mitigated Negative Declaration (MND) process, these processes are ongoing and will be done by end of year 2023. Awaiting federal grant requirements to analyze what is required for environmental process for National Environmental Policy Act (NEPA). We anticipate receiving federal funding by July 1, 2023. We are currently in the process of awarding the electrical and mechanical consultants to work with Architectural, Structural and Civil designers to finalize the bridging documents. The bridging documents are scheduled to be completed Fall 2023.

b. Update from the Library Director

**Hiring** - We recently held a hiring process for Library Assistant I and made selections last week. We were able to make selections to underfill the remaining Library Assistant II positions that went unfilled in the last process and all but 11 Library Assistant I positions. Offers are being made now so we will know better in the next couple of weeks where we stand with vacancies. If the majority of these positions are accepted, we should be able to open Sundays at all locations in the next two months.

**Library Masterplan** - We held sessions at 11 additional branches in January. Most of these have been on Saturdays and they have been well attended and the feedback has been very valuable. We will be conducting the rest of these sessions in February and March and then moving to some broader engagement within the community.

We presented the Phase 2 plan at City Council and received good feedback from Councilmembers.

**Reopening** - We are getting closer to reopening on Sundays. We just completed the staff schedule survey which will inform the schedules of FT staff and allow us to start scheduling for Sundays.

**Security** - We are continuing to work with Library Security, SDPD and homeless outreach organizations to address the issues around the Central Library. We have seen a large increase in encampments, loitering, drug use, vandalism and disorderly conduct. Our security team has been more aggressive in moving people along and not allowing people to congregate around the building. This is in response to safety concerns for both patrons and students.

**Other**

We are piloting a new service at College Rolando called open+. This allows for the library hours to be extended beyond normal operating hours by allowing patrons to use their library card and PIN to access the building. The building will not be staffed but we will have a security officer on the premises. Patrons will be able to pick up holds, check out materials, study, use computers and make copies or print. After hours community room access will also be available. This is an 18 month grant funded pilot program and if successful we will explore expanding this at other locations.

Item 8: Agenda Items

- a. Program Spotlight – Birds and the Bees program series – Amanda Lorge
- b. Programming Updates – Ady Huertas and Oscar Gittemeier, Program Managers

Item 9: Commissioner Comment

Item 10: Other Business

The next Board of Library Commissioners meeting will take place on March 1, 2023 at 12:30 PM at Central Library, 9<sup>th</sup> Floor, Sullivan Commission Room

Item 11: Adjournment

Commissioner Wendy Urushima-Conn adjourned the meeting at 1:29 PM

