



THE CITY OF SAN DIEGO

BOARD OF LIBRARY COMMISSIONERS

Members

Salvatore Giametta, Chair

Ileana Ovalle Engel • Ann Haddad • Katherine Nakamura • Abby Silverman Weiss • Sarah White • Alan Ziegaus

MINUTES

BOARD OF LIBRARY COMMISSIONERS SAN DIEGO PUBLIC LIBRARY Wednesday, August 6, 2014

ATTENDANCE

Commissioners:

Present: Salvatore Giametta, Ileana Ovalle Engel, Ann Haddad, Katherine Nakamura

Absent: Abby Silverman Weiss, Sarah White, Alan Ziegaus

Staff: Misty Jones, Interim Library Director; Bruce Johnson, Deputy Director, Central/Branch Libraries; Nicole Spriggs, Executive Assistant; Cynthia Shutler, Supervising Librarian; Janice Wilhelm, Librarian IV; Cynthia Meinhardt, Project Officer II and Elif Cetin, Senior Civil Engineer, Engineering and Capital Projects, Public Works Department

Public: Joan Curry, Ann McDonald

CALL TO ORDER

Meeting was called to order by Commissioner Giametta at 12:39 p.m. in the Sullivan Commission Room.

APPROVAL OF MINUTES

The June 25, 2014 minutes were approved unanimously.

REQUESTS FOR CONTINUANCE

None.

NON-AGENDA PUBLIC COMMENT:

None.

COMMISSIONER COMMENT:

None.

REPORT FROM THE FRIENDS OF THE LIBRARY: Joan Curry

The Friends of the Library are engaged in preparing for their Annual Meeting. This year the meeting will be held in the Auditorium of the Central Library Saturday, September 13, 2014 from 9:00 a.m. to noon. At this meeting the election of Officers and Directors will be held. This year, the guest speaker will be Cindy Marten, Superintendent of Schools for San Diego Unified School District. The main purpose of the Annual Meeting is to honor the volunteers. Every year, each Friends group selects up to four volunteers to honor. Book Sales continue to be profitable. Beginning September 2014, the Friends of the Library will experiment with a Power Book Sales Program for four months to determine the effectiveness of the program and whether or not it will be continued.

LIBRARY FOUNDATION UPDATE: Misty Jones

The Foundation will also be hosting its inaugural donor gala called *Celebration Under the Dome* on Friday, October 10, 2014. The committee is working on getting sponsorships and honorary committee members. The goal of the gala is to celebrate the new Central Library and the library system to raise needed funding for innovative technology and programming excellence in all 36 San Diego Public Library locations. The Foundation is working on a strategic plan.

AGENDA ITEMS

- a. Report on Library Construction Projects by Cynthia Meinhardt and Elif Cetin (Discussion Item)
 - Mission Hills-Hillcrest Branch Library: On January 14, 2014, the City Council approved \$4 million in capital bond money for this project. Staff met with Interim Mayor Gloria's office to discuss community input. The architects, staff and Library Foundation met in February 2014 to prepare for an upcoming meeting with the donor, and to discuss design changes. The architect's contract was approved in April 2014. The new project design was presented to the donor on April 10 and was well received. City Council approved receiving the donation and moving forward with the donation agreement on May 20, 2014. The project conceptual design was presented to the Friends of Mission Hills Branch Library, Mission Hills and Hillcrest Town Councils and the Uptown Planners throughout the month of June - July 1, 2014. The architects are incorporating Library Department and community input into the design and moving forward towards preparing bridging documents.
 - Skyline Hills Branch Library: The winning design ceremony was a success. Councilmember Cole was in attendance. The winning design was well received in the community. The next step is to go back to the community one last time for any additional input on changes to the design that can be accommodated within the budget. An upcoming meeting with the design build team will bring further

updates. On October 28 the City Council's Infrastructure Committee approved \$2.8 million in capital bond money to complete this project.

- San Ysidro Branch Library: On October 28 the City Council's Infrastructure Committee approved \$3 million in capital bond money for land acquisition and design of this project. A Phase I Assessment Report and land survey were completed in January 2014. The appraisal of adjacent land/property was completed. The land survey map is being finalized with the Development Services Department. The Real Estate Assets Department will negotiate with the property owner and make a purchase offer to the property owner.

 - San Carlos Branch Library: On January 14, 2014, the City Council approved \$1 million in capital bond money for land acquisition and completion of bridging documents. A briefing with Councilmember Sherman's office occurred on November 22. Project management staff and the project architect met in January to kick off the project and met with the Library Department in February to review the schematic plans for updated programmatic input. After the Library Department provides the updated library program, the architectural contract will be amended to revise the design and develop bridging documents. A consensus was reached for a new design approach at an April 11 meeting with Library Department, Friends of the San Carlos Branch Library, Council District 7 and architects. Staff is reviewing the architect's fee proposal and scope of work and moving forward to amend the consultant agreement for schematic design and bridging documents.
- b. Update from the Interim Library Director (Discussion Item)
- Ms. Jones introduced library staff Cynthia Shutler, Supervising Librarian and Janice Wilhelm, Manager for Public Technology Services. They gave an overview of the Library's new partnership with Metropolitan Transit System (MTS) and the new program called *Read and Ride eBook Club*.
 - Ms. Shutler and Ms. Wilhelm stated that this program will offer public library resources to commuters that can be accessed through their phone or other electronic device. Commuters can check out library materials in English or Spanish and have the option to download audio books. The program is set to begin September 22, 2014 during *National Library Card Month*.
 - Ms. Nakamura suggested that the library work with San Diego Unified School District to extend the *Read and Ride* program to the youth while commuting.
 - Ms. Jones asked for an update on Branch/Central Programs from Deputy Director, Bruce Johnson.
 - Mr. Johnson gave an overview of various Branch/Central Library programs for the month of August including the open house at the North Park Branch Library on August 6, 2014; University Heights Branch Library reopened after adding new carpet, new furniture and a new service desk; Pacific Beach Branch Library celebrated their 100th anniversary. Councilmember Harris gave the Library \$5,000, which was used to purchase children books for the Summer Reading Program at District 2 branches.

- Mr. Johnson stated that Central Library has been having successful swing dancing classes. The classes are held twice a month on Monday evenings at 6:00 p.m. on the Qualcomm Dome Terrace. Also, Dog Day celebration on August 2, 2014 was a success. Approximately 250 people attended. Dogs were available for adoption, and service dog stories were told to attendees.
- Ms. Jones reported with the recent interim assignment, there has been some re-organization. Mr. Johnson has taken over public service areas at the Central Library. Ms. Jones still has Support Services, Information Technology and the Business Office.
- Ms. Jones discussed the proposed restored library hours. There was a meet and confer August 6, 2014. The goal is to start the new hours September 8, 2014.
 - Ms. Jones clarified the proposed restored library hours for Central Library will be Monday thru Thursday 10:00 a.m.-7:00 p.m. and Friday, Saturday and Sunday 12:00-6:00 p.m.
 - Mr. Johnson clarified the proposed restored library hours for branches will be Monday, Thursday and Friday 9:30 a.m.-6:00 p.m. Tuesday and Wednesday 11:30 a.m.-8:00 p.m. and Saturday 9:30 a.m.-3:00 p.m. Mr. Johnson stated there will be 12 branches open on Sunday from 9:30 a.m.-6:00 p.m., and 12 branches open on Sunday from 12:30 p.m.-5:00 p.m.
- Ms. Jones discussed the *Do Your Homework @ the Library* Program. The program was funded and two librarians Jayne Henn and Marika Jeffery will serve as Regional Coordinators/Supervisors for the program.
 - Ms. Jones noted that a broad recruitment was done for tutor learner positions for the *Do Your Homework @ the Library*. The Library is hoping to hire 30 employees to work at 18 different locations when the program starts in October 2014.
- Ms. Jones discussed the library materials budget. \$500,000 was restored and the library did meet the match. The distribution for materials was finalized and sent to the Business Office.
 - Ms. Jones gave a brief update on new online databases added beginning August 1, 2014. The first lesson of 30 different languages (50 hours) from Rosetta Stone is available.
 - Ms. Jones reported on "*LibraryAware*" a new database that streamlines and standardizes marketing through use of downloadable templates. Various instructor led courses through Gale and Career Online High School were also added. Through Career Online High School people can obtain their high school diploma from the Library. This program is scheduled to begin in October 2014, and the Library Foundation has committed to paying the scholarships for this program.
- Ms. Jones reported that the San Diego Public Library had a booth at Comic-Con. There were 750 new library card applications taken at the booth. There were no parking issues at Central Library during Comic-Con.
- On September 27, 2014 the Central Library will host an Anniversary Celebration. The library will be open regular hours from 9:30 a.m.-2:30 p.m. for this celebration. There is a planning committee working on details for this event.

OTHER BUSINESS

The next commission meeting will be held on Wednesday, September 3, 2014, at the San Diego Central Library @ Joan A Irwin Jacobs Common in the Sullivan Commission Room on the 9th Floor.

ADJOURNMENT

Commissioner Giametta adjourned the meeting at 1:25 p.m.

A handwritten signature in black ink that reads "Misty Jones". The signature is written in a cursive, flowing style.

MISTY N. JONES
Interim Library Director
/ns