



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 Ziegus

MINUTES

BOARD OF LIBRARY COMMISSIONERS SAN DIEGO PUBLIC LIBRARY Wednesday, December 3, 2014

ATTENDANCE

Commissioners:

Present: Salvatore Giametta, Ileana Ovalle Engel, Sarah White, Katherine Nakamura, Abby Silverman Weiss, Alan Ziegus

Absent: Ann Haddad

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

Public: Joan Curry

CALL TO ORDER

Meeting was called to order by Commissioner Giametta at 12:34 p.m. in the Library Director's Conference Room 508.

APPROVAL OF MINUTES

The November 5, 2014 minutes were approved unanimously.

REQUESTS FOR CONTINUANCE

None.

NON-AGENDA PUBLIC COMMENT:

None.

COMMISSIONER COMMENT:

Sal Giametta congratulated Misty Jones on her new appointment as Library Director.

REPORT FROM THE FRIENDS OF THE LIBRARY: Joan Curry

On Thursday, December 4, 2014 the members of the Executive Board of the Friends of the San Diego Public Library are hosting a luncheon at the College-Rolando Branch Library. This luncheon will be a small thank you for the volunteers for all their help throughout the year.

The weekend book sales continue to do quite well. The latest book sale garnered approximately \$1,434.00. On Tuesday, December 9, 2014 the Book Sale Committee will be meeting to discuss the continuation of the Power Book Sale. The Friends of the Library had an increase of 18 memberships and 10 life memberships in October 2014 and November 2014 as a result of the Power Weekends. The website for the Friends of the Library should be up and running early in 2015.

LIBRARY FOUNDATION UPDATE: Sarah White

The Foundation is focused on year-end giving and working on renewing the donor circle memberships. There are new donors responding to the giving envelope distributed in November, December and January water bills. The Foundation completed their first ever Inaugural Annual Report, which highlights library accomplishments and donor information. This report was distributed to donors and partners and is also accessible online.

AGENDA ITEMS

- a. Report on Library Construction Projects by Cynthia Meinhardt and Elif Cetin (Discussion Item)
 - Skyline Hills Branch Library: The 30% design submittal was reviewed by the City staff and comments were forwarded to the design builder on September 22. The Design Builder is proceeding with the 60% design. The Design Builder has scheduled the 60% design submittal for the first week of December 2014.
 - San Ysidro Branch Library: The property owner has now formally declined City's offer and has confirmed that she is not interested in selling the property. Real Estate Assets Department will be working on identifying alternative sites.
 - Mission Hills-Hillcrest Branch Library: On January 14, 2014, the City Council approved \$4 million in capital bond money for this project. City council approved receiving a \$10M private 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 Historical Resource Report on the existing IBEW building was completed and submitted to the Development Services Department (DSD) for review in November. The consultant is addressing DSD's comments and will resubmit the report to Historic Review shortly. The City advertised the Design Builder Request

for Qualifications (RFQ) on November 14, 2014 with applications due on December 15, 2014. The Commission for Arts and Culture's RFQ for the project artist advertised on November 19, 2014 with an application deadline of January 6, 2015.

- San Carlos Branch Library: Staff is finalizing the consultant agreement amendment for phased funded schematic design and bridging documents with the City Attorney and preparing to route the amendment to City Council, working on environmental issues of the existing site, which may take as long as (3) additional years, and is hiring a consultant to prepare a Historical Resource Report for the existing branch which will turn 45 years old in 2019.

b. Update from the Library Director (Discussion Item)

- Mr. Johnson gave an overview of various central/branch library programs for the month of December including Central Friends of the Library hosting a *Handmade Holiday Craft Fair* on December 13, 2014 at the Central Library; *Grinch Holiday Celebration* on December 13, 2014 from 10:00 a.m. – 1:00 p.m. at the Central Library; *San Diego Symphony Outreach Concert* on December 3, 2014 and December 4, 2014 from 4:00 p.m. – 5:00 p.m. at the Central Library Auditorium; Museum of Photographic Arts being held at La Jolla/Riford Branch Library; One-on-One sessions with advisors from the non-profit San Diegans for Healthcare Coverage being held at Mission Valley Branch Library. The library is involved with one or two proposals relating to the Mayor's SD Works program, which staff are asked to provide money saving ideas.
- Ms. Jones reported that the *Do Your Homework @ the Library* Program is now up and running at 10 library locations; Central Library, City Heights/Weingart, Logan Heights, North Park, Otay Mesa-Nestor, Pacific Beach/Taylor, San Carlos, San Ysidro, Scripps Miramar Ranch and Serra Mesa-Kearny Mesa branch libraries. This program will begin at five more locations next week and three more locations in January.
- Nine Dragons Café located at the Central Library will be open January 2015 (target date January 2, 2015). This item went before Council and was approved and tenant improvements will begin.
- The Library Journal Design Institute is having their Bi-Annual Conference here at the Central Library on May 8, 2015.
- Ms. Jones reported that Budget Planning has begun. The library has been asked to calculate a 4% (non-discretionary budget) add and operational efficiencies totaling 3% of the entire budget. Commissioner Weiss suggested that the Commissioners be provided with the budget information from last year from the Foundation.
- Ms. Jones proposed that starting in January 2015 the library will plan Community Forum groups for each branch location. The idea is to invite the public and get input from them about what programs and services they would want, and are relevant to them. Ms. Jones asked Library Commissioners to be actively involved in this project.

- PC Reservations will begin at all Library locations by the end of the year. Patrons can reserve a computer themselves for a 2 hour time limit. At Central, patrons are allowed a 2 hour time limit, while at branches they will get two, 1 hour reservations.
- Ms. Jones gave an organizational update on Deputy Director assignments. Deputy Director, Bruce Johnson currently oversees Public Services. The library will be hiring another Deputy Director to oversee Support Services.

OTHER BUSINESS

The Board of Library Commissioners meeting for January 2015 is cancelled. The next Board of Library Commissioners meeting will be held on Wednesday, February 4, 2015, 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 1:35 p.m.

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

MISTY JONES
Library Director
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