



THE CITY OF SAN DIEGO

BOARD OF LIBRARY COMMISSIONERS

Members

Salvatore Giametta, Chair

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

MINUTES

BOARD OF LIBRARY COMMISSIONERS SAN DIEGO PUBLIC LIBRARY Wednesday, March 4, 2015

ATTENDANCE

Commissioners:

Present: Salvatore Giametta, Sarah White, Katherine Nakamura, Abby Weiss, Ann Haddad, Ileana Ovalle Engel

Absent: Alan Ziegaus

Staff: Bruce Johnson, Deputy Director, Central/Branch Libraries; Nicole Spriggs, Executive Assistant; Marina Perez, Youth and Family Services Program Manager; Jayne Henn, Youth and School Services Librarian; Charlie Goldberg, Marketing Director, San Diego Public Library Foundation; 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 12:35 p.m. in the Sullivan Commission Room.

APPROVAL OF MINUTES

The February 4, 2015 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

Fifty-two people have become new Lifetime members since January 2015. The corporate headquarters at the University Heights site has received shelving from the old Central library which has added to the space in the lower level of the building. Friends of the Library thanked the Library for providing the shelves. The Book Forum, which was held on February 14, 2015, was very successful. Its purpose was to assist the Book Chairs, covering such areas as setting up credit processing, online sales, costs of books, book donations, sharing resources and cashiering. The meeting was led by the Book Co-Chair for Corporate, Vickie Church. The book sales continue to do well. The last book sale of February 20, 21 and 22, 2015 yielded over \$2,000.

LIBRARY FOUNDATION UPDATE: Charlie Goldberg

The Library Foundation is working on a 3 year strategic plan. There is a Planning Committee made up of former and present Board members, as well as, Library Director Misty Jones. They will be revising the Mission and Values and strategic initiatives for the next three years. The Foundation is getting heavily involved in the budget cycle. The Mayor will be releasing the Budget on April 14, 2015. The final budget will be approved by Council mid June. Public meeting on the budget will be May 11, 2015. Once the budget is released the Foundation will be working with our partners and Friends of the Library to make sure the budget priorities are heard by Council. The Foundation is in the process of scheduling some meetings with each Councilmember with select Foundation trustees. Councilmember Chris Cate of District 6 made an announcement at North Clairemont Library that he was making \$15,000 from his offices budget available to three library branches in his district. Jay Hill announced the Foundation would match the gift. The last few weeks have been busy with site visits to donors. The Foundation hosted the Newport Library Foundation here at Central Library and discussed ideas about a well recognized Author series in the Los Angeles area which attracts top level authors.

AGENDA ITEMS

- a. Report on Library Construction Projects by Cynthia Meinhardt and Elif Cetin
(Discussion Item)
 - Skyline Hills Branch Library: The Design Builder has completed the 100% design, the plans will be submitted to the City on April 6th 2015. The construction is estimated to start in Summer 2015.
 - San Ysidro Branch Library: Real Estate Assets Department identified an alternative site. READ is currently working on an appraisal and a preliminary property assessment report.
 - 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, reviewed by the Development Services Department (DSD) and was referred to the Historic Review Board. On February 26, 2015 the Historic Review Board deemed that the IBEW building on the library site is not historic. The architects will proceed with preparing the bridging documents. The City advertised the Design Builder Request for Qualifications (RFQ) on November 14, 2014; eight responses were received on December 15, 2014. The Commission for Arts and Culture interviewed artists on February 4 and 18, 2015 and will be working on the contract for the recommended project artist in the coming month. The City will announce the artist selected for the project once the contract is approved.

- 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 in order 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. The consultant agreement amendment for phased funded schematic design and bridging documents is completed and routing to City Council for approval. An architectural historian is preparing a Historical Resource Technical Report for the existing branch which will turn 45 years old in 2019.

b. Update from the Library Deputy Director (Discussion Item)

- Mr. Johnson gave an overview of various central/branch library programs for the month of February including, the *Hervey Family Rare Books Room/Wangenheim Collection Opening Exhibit/Reception* at the Central Library held on February 26, 2015 from 7:00 p.m. – 9:00 p.m. This event was sponsored by the Friends of the Central Library with support from SDPLF. There were approximately 50-60 people that attended. In Partnership with The Old Globe, the Central Library will be hosting *'The First Folio – The Book that gave us Shakespeare'*. There are only 233 copies of Shakespeare's First Folio in the world. The Central Library will have one of them on display in the gallery for one month in 2016. Internationally acclaimed New York bestselling author, Lisa See will be coming to the Central Library on March 12, 2015 from 6:00 p.m – 8:00 p.m. She will be discussing her new novel, *'China Dolls'*. The 4th Annual Creando Enlaces Conference will be held at the Central Library the first week of April. This conference is a Bi-National Conference with various libraries. San Diego will be hosting *Reforma*, which is a national organization for library services to the Spanish speaking. There will be approximately 300-400 attendees from around the world. The Reception for *Reforma* will be held at the Central

Library. The Library has started a new quarterly online magazine called, 'Discover Your Library'. The first issue is 32 pages and highlights 3 months of events and activities at the Central Library. Branch events and activities will be added to upcoming issues of the magazine. The magazine is only available online and there is a PDF ADA compliant version available. The Read Across America event was held on March 2, 2015 at the North Clairemont Branch Library. In February 2015, the Allied Gardens/Benjamin Branch Library did a project called, "*What do you love about the Benjamin Branch Library?*" Bruce shared various responses and positive statements from the comment cards expressing patrons appreciation and excitement for various activities at the Benjamin Branch Library.

- Mr. Johnson reported that recruitment for the vacant Deputy Director position at the Central Library closed on Friday, February 27, 2015.
- The San Carlos Branch Library will be closed from March 9, 2015 thru April 3, 2015 for ADA upgrades. Holds for patrons will be at the Allied Gardens/Benjamin Branch during this closure. Kensington-Normal Heights Branch Library will be closed from March 30, 2015 thru April 20, 2015 for upgrades. This upgrade will be funded by Friends of the Kensington Branch and will include; new carpeting, new service desk and touch up paint.
- Mr. Johnson gave a brief update on the Teen Center at the Malcolm X Branch Library. The teen technology center that will feature similar things that are featured in the Teen Center and the IDEA Lab at Central Library.
- Mr. Johnson discussed the safety concerns in the past few months about incidents in the surrounding area of the Central Library. The library tries to ensure that the building is a safe and welcoming facility. There are four security guards, one guard available 24 hours a day, seven days a week. The library is working with E3 Civic High and Downtown Partnership to address the safety and security issues.
 - Commissioner Giametta reported that two weeks ago he attended a meeting at Central Library with various entities regarding the safety and security issues as it relates to the Central Library. He noted that based on follow up received after the meeting; there is a genuine interest in trying to resolve these issues that plague the exterior of the building.
- Library staff Bert Salamida, Senior Management Analyst gave an overview on the fines and fee policy. A handout was distributed outlining the various fees. These collected fees included; meeting rooms (branches), overdue fines, and fees for photocopying and library cards. Mr. Salamida explained that the handout shows historic finding fees back to 2010 thru February 2015. The library's largest revenue is typically from overdue fines, including audio/visual late fines. Since the opening of the Central Library, lots of revenue has been generated from Special Event Spaces. Revenue for photocopying and printing has increased due to the Library purchasing new equipment.
- Marina Perez, Youth & Family Services Program Manager and Jayne Henn, Youth and School Services Librarian gave an update on the Homework Program. Ms. Perez stated that the overview is for 12 weeks (November 17, 2014 thru February 22, 2015) since the program started. Almost 1500 students have been served, coming from 285 local schools with 294 being first time library users.

The Tutor Learner Coordinators are tracking participant information. The program is targeted for K-8 but older youth and younger youth are being serviced as well. Staff has been informed to serve participants whether they are the targeted age or not. Primary users in this program are first grade thru fifth grade. Central Library is the only location that is open on Friday and Sunday.

OTHER BUSINESS

The next Board of Library Commissioners meeting will be held on Wednesday, April 1, 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 1:28 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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