



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 Ziegus

MINUTES

BOARD OF LIBRARY COMMISSIONERS SAN DIEGO PUBLIC LIBRARY Wednesday, April 1, 2015

ATTENDANCE

Commissioners:

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

Absent: Alan Ziegus

Staff: Misty Jones, Library Director; Bruce Johnson, Deputy Director, Central/Branch Libraries; Nicole Spriggs, Executive Assistant; Charlie Goldberg, Marketing Director, San Diego Public Library Foundation; Cynthia Meinhardt, Project Officer II, Engineering and Capital Projects, Public Works Department

Public: Joan Curry

CALL TO ORDER

Meeting was called to order by Commissioner Giametta at 12:36 p.m. in the Sullivan Commission Room.

APPROVAL OF MINUTES

The March 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

The winning essays from each of the libraries are now in the hands of the final readers. The 18th Annual Essay Celebration will be held April 30, 2015 at the Balboa Park Club commencing at 6:30 p.m. The winners will each receive a laptop computer and one grand prize winner will receive a check in the amount of \$500.00

The Power Book Sales continue to be profitable. The March sales amounted to \$2,100. Money raised from the power book sales is usually sent to matching funds and placed in either: programs, books/materials or equipment. The money is then used to run programs such as mystery clubs, underwriting OASIS classes. It can also be used to purchase additional computers for the library. The Corporate Friends used the money to pay for insurance for 33 of the libraries. The Benjamin/Allied Gardens Library Branch is celebrating its 50th Anniversary this year. The celebration will be held on Saturday, June 6, 2015. The plans are still being developed and an update will be provided at the next commission meeting.

LIBRARY FOUNDATION UPDATE: Charlie Goldberg

National Library Week is April 12th thru April 18th. The Foundation is planning a direct mail campaign centered around National Library Week. Donors are encouraged to recognize and honor their favorite library worker or favorite library with a gift. Last year's campaign proved to be successful, raising over \$30,000. The Foundation is also in the process of sending out save the date cards for Celebration Under The Dome, which will be held on October 3, 2015. Sponsor packets were distributed in case commission members knew of any organizations or groups that would like to be involved. Foundation staff is working with library staff on how to better capture some of the programs that are most attractive to donors such as; Career Online High School and Admit One College Prep programs. This year the Board of Library Commissioners will work hand in hand with the Foundation on attending the council briefings as it relates to the budget. The Foundation's strategic plan is going through the committee structure at this time.

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. The architects, library staff and project management staff met last week to review the library program and schematic design plans in detail. The design plan is being revised based upon the input received at these meetings.
 - 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. The report is scheduled to be completed and submitted to the Planning Department in the next month. Artist selection for the project will be initiated by the Commission for Arts and Culture Department shortly.
- b. Update from the Library Deputy Director (Discussion Item)
- Mr. Johnson gave an overview of various central/branch library programs for the month of March. The San Carlos Branch Library is scheduled to be back open on Friday, April 3, 2015 after some ADA upgrades. The Kensington Branch is closed through April 20, 2015 for new carpeting, a new service desk and some interior touch up paint. There was an unexpected retirement of a Branch Manager at the University Community Branch library; a recruitment process is forthcoming. Recruitment is open for an Arts Associate that will manage the Performance Annex at the City Heights/Weingart Branch Library and work closely with special events and programming. This recruitment will close on April 6, 2015.

There is currently an exhibit called “*Restoring and Remembering a Legacy- Balboa Park 1915-2015*” currently displayed in the Dickinson Popular Library on the ground floor of the Central Library through May 29, 2015. Mission Valley Branch Library in collaboration with Mesa College Museum Studies Program has a show opening at the end of April called “*Untold Narratives*”.

- Misty gave an update on fines. The total amount of outstanding fines is 7.5 million. Approximately 3 million is in Treasurers account. There is a threshold of fines per item.
- Misty mentioned that under SD Works, two employees proposed the idea of a Fine Amnesty Month. Library patrons would be allowed to pay half of their outstanding debt and have the other half of the debt forgiven. This would apply for patrons that have not had their accounts referred to Treasurers. Misty will follow up with more information and options on outstanding fines after more information regarding Fine Amnesty Month is provided.
- The Mayor will release his budget on April 14, 2015. The after school program will continue. There will be no increase in library hours. The Library currently has a large balance in the matching funds account which will offset a reduction in the materials budget. The next step is to look into a floating system to be more efficient.
- The City of San Diego has released its strategic plan. It is currently on the City of San Diego website with the mission to effectively serve and support our communities and a vision of a world class city for all. Each branch division (library belongs to Neighborhood Services Branch) will develop a tactical plan of how their branch serves the City, which will be due in July 2015. Finally each department will develop a tactical plan which will be due in January 2016 for inclusion in the FY2017 budget.
- The Library is looking into partnering more closely with the Park and Recreation Department. The Library and Park and Recreation currently have similar programs. Both departments would like to work together to better serve the community and offer more programs and services to make sure events tie into our mission. One of the programs being discussed with Park and Recreation is called The Book Nook. A small bookcase of donated paperbacks would be placed in the recreation centers. This would create a way for the Library to get into the recreation centers to publicize our programs.
- In partnership with The Old Globe, The First Folio will be featured June 4, 2016 through July 7, 2016 here at the Central Library. There will be an Opening Reception.
- Deputy Director interviews are ongoing.
- Ameson Education and Cultural Exchange Foundation is donating a large collection of Chinese language materials to the Library. There will be a ceremony here at the Central Library on May 11, 2015. The collection will be placed in Foreign Language.

OTHER BUSINESS

Sal distributed a flyer for the Council on Literacy event called "*Eat, Drink and Read*". He encouraged library commissioners to attend the event which will be held on May 13, 2015.

Misty requested letters of support for LSTA to be sent to Senator Marty Block and Assemblyman Rocky Chavez.

The next Board of Library Commissioners meeting will be TBD due to the Budget Review Hearing on Wednesday, May 6, 2015.

ADJOURNMENT

Commissioner Giametta adjourned the meeting at 1:39 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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