



BOARD OF LIBRARY COMMISSIONERS

Meeting Minutes

Wednesday, February 5, 2025

12:30 PM

330 Park Blvd. Central Library, Mary Hollis Clark, Ground Floor

Attendance

Commissioners:

Present: Sarah Moga-Alemany, Dr. Wendy Ranck-Buhr, Sam Yoeuth, Linda Sotelo, Mark Tran

Absent: Pat Bevelyn, Phyllis Pfeiffer, Sitara Sethi, Scott Walter

Staff: Misty Jones - Director, Bob Cronk - Deputy Director, Jennifer Jenkins - Deputy Director, Vic Slater - Program Manager, Ady Huertas - Program Manager, Oscar Gittemeier – Program Manager, Curtis Williams - Program Manager, Tricia Nool - Executive Assistant

Library Foundation: Patrick Stewart, Natalie Ganz

Friends of the Library: Pat Wilson, Ann McDonald, Sarah Clayton, Sue Grant, Yvonne Jones

Public Speaker: Jan Hintzman, President, College-Rolando Branch on items B. Revise Meeting Room Policies and C. College-Rolando Parking Update

e3 CivicHigh:

Item 1: Call to Order

Meeting was called to order by Commissioner Moga-Alemany at 12:33 pm. Their last meeting was on January 8, 2025.

Item 2: Approval of Minutes

The January 8, 2025 minutes was approved unanimously

Item 3: Requests for Continuance

Item 4: Non-Agenda Public Comment

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Item 5: Friends of the Library Report – Pat Wilson, President

The Friends are very concerned about the magnitude of the proposed cuts to the FY26 Library budget. The discussion portion of our January and (upcoming) February Presidents' Advisory Council meetings have been devoted to considering the most effective ways for chapters and individual Friends to engage with the City on this issue, and we have convened a task force to put together suggested action templates.

Due to the uncertainty resulting from the City budget issues, we've decided to change our E.T. Perry Centennial Grant program (which funds chapters for specific projects) from an annual award to a rolling "as needed" basis.

The Friends will be tabling at Concorde Career College on February 19th to promote the Library and our organization. We also will have a presence in the Library pavilion at the Pride Festival, and are in discussions about participating in a series of events celebrating the centennial of the Scopes Monkey Trial to be held in July.

Chapter updates, previously delivered orally at our monthly meetings, are now being gathered into a newsletter, which can be found on our website (friendsofsdpl.org). The website will be getting a refresh/update in the near future.

As ever, our monthly book sales at our University Heights location continue to do well. You are encouraged to stop by and grab a bargain – the next sale is Saturday February 15th (9am – 3pm) and Sunday February 16th (noon – 3pm). Don't forget the book sales at your local branches too – you never know where you'll find your next great read for next to nothing!

Item 6: Library Foundation Report – Patrick Stewart, CEO

Just want to give a shout out to Dr. Wendy. Thank you again for joining us in the State of the City address. As you know, we used to host it in-person and now we're hosting it virtually. But Dr. Wendy joined me to talk about the budget and the Mayor's stance on the state of the city prior to and after the address.

Our advocacy efforts are ramping up. Right now, we're sort of taking a look at this in two phases right now, really trying to understand what the potential implications are. We will be meeting with Mayor's office, with City Council members, with Independent Budget Analysts, CFO's office just trying to understand what the implications are. Then after the Mayor's budget comes out April fifteenth, then we'll know. Lot of opportunity for grassroots advocacy once we know a little bit more about what's being proposed.

I just wanted to remind you that the Library Foundation through the Library Shop present authors throughout the year and these are great opportunities to bring people who don't normally come into the library, into the library and also to have fantastic conversations.

So, I just wanted to mention a couple of that are coming up. Victoria Christopher Murphy is a New York Bestselling author and will be here on Monday. And Penn Cole on February 19th also here, and then one of the things that I get, I take a lot of joy in doing is encouraging Foundation to support our Civil Liberties lecture Gary Phillips, and that will be later on this spring upstairs and it's a really amazing program.

Item 7: e3CivicHigh Update Report - Brett Taylor, CEO

No Report

Item 8: Report on Library Construction Projects

The Pacific Highlands Ranch Branch Library:

The new building's construction is complete, the general contractor submitted the closing documents, and the construction contract closing work is in progress. Upon recording the Notice of Completion (NOC), the (1) year warranty period will start.

The Scripps Miramar Ranch Library Parking Lot Expansion:

The library's new south side parking "Phase I" construction was opened for public use; the west side parking "Phase II" construction work is pending on the general contractor to address the City Development Services Department plan check review comments on the canyon side retaining walls differed submittal. The steel storm drainage pipes delivery is scheduled for March of 2025, and potholing the north Scripps Lake Dr. traffic signal poles' locations revealed obstructions of large SDG&E conduits, County Water Authority pipes and large rocks. The team will look into feasible alternatives for the crossing signals. The coordination with the San Diego County Water Authority is ongoing.

The parking expansion project is coordinating with (3) CIP projects:

- The Miramar Valve Replacement's valve vault construction was completed, and the vehicle-rated lid delivery is expected in several weeks.
- The Library Fire Sprinkler system upgrade is expected to start construction in 6 to 8 weeks and last approx. 6 months.
- The Library Mechanical system upgrade is expected to start in July 2025, and the construction duration has not been determined.

San Carlos Library:

The project is currently in the Request for Proposal, RFP stage and is projected to be completed in the Summer of 2025, including selecting a Design-Builder for the project.

Ocean Beach Branch Library:

DSD Determined the environmental document is a NOE and filed with the County end of January.

As mentioned previously, the NEPA process must be completed for the grant funding allocation. The Design team also must ensure two City Policies are incorporated into the project:

1. Ensuring Project Labor Agreement (PLA) is part of the Design/Builder requirements and
2. A Power Purchase Agreement (PPA) will be utilized using the Sustainability Department's consultant to design and install a Photovoltaic System, Battery backup system and Electric Charging system.

We anticipate having the bridging documents completed winter for the contract processing to start soon afterwards. Based on this, we expect the RFQ to be out beginning of the calendar year and move forward with the procurement process to award the Design-Builder by Summer of '25.

Oak Park Library:

The most qualified Design-Build concept was identified through a Community Based Competitive Design competition with the submission by Barnhart Reese Construction in partnership with RNT Architects being the successful proposal. The approval of the D-B contract and award of the first phase (the design phase) was approved by City Council on October 29th, 2024. The Kick-Off Meeting between the contractor's team, project stakeholders and City Staff took place on December 19, 2024, and Notice to Proceed (NTP) was issued on December 24, 2024. The design phase has officially started, design is anticipated to be completed by Winter 2025 with potential early start packages for site grading and Right-Of-Way work. Additional funding is necessary to award subsequent phases (the construction phases) which is anticipated in the Fall of 2025.

Old Logan Heights Library:

The building rehabilitation design was completed and approved with the DSD permit pending. The PM team has initiated negotiations with JOC contractor. The JOC contractor has conducted site visits and has received responses to all submitted RFIs with a proposal anticipated in Nov. 2024. The project is currently funded based on the final design estimate which will be verified once the JOC contractor proposal is received and reviewed. Assuming the proposal is consistent with previous estimates, anticipate award in Spring of 2025 and Start of Construction to follow.

Rancho Peñasquitos Library Rehabilitation:

The project is currently at 100% design and DSD review for permitting ongoing. The request for the addition of a community patio to the scope of work, was re-evaluated due to significant stormwater compliance requirements and will be pursued as a stand-alone project in the future. Currently, the project construction is underfunded by approximately \$1.5M. Will reach out to Public Libraries Department and evaluate alternatives to mitigate these recent unanticipated impacts to the project. The project is on track for award in FY26, pending resolution funding shortfall.

City Heights Annex Black Box Theater:

We put out an RFP to do some very needed improvements and three firms respond. So, we are working through. Oscar who is on that team working through the RFP to choose a design firm to do those improvements.

Item 9: Library Director Report - Misty Jones, Library Director

User Fees: we were anticipating that the user fees would go in March as they normally do but we got word Friday that it's today so that was a surprise. It did go through committee with no recommendation. The user fees are all the user fees across the city. It's a very extensive and there's a lot of fees for them to consider. They wanted time to look at them more in detail before they move to full council. We also have a number of new fees that we're introducing. For our special events, we are increasing the special event fees here at Central to be more in line with market rate. For the cost recovery, so we had about 50 new fees that we had introduced that we will bring to the next meeting.

Item 10: Agenda Items

a. Budget – Service reduction recommendations

We were tasked with a 20% budget reduction exercise. For the Library department, it was approximately 16 million dollars. Because seventy two percent of our budget is personnel, that which equates to service hours. They came back to us and said that we had not calculated the fringe correctly, so we really had to do more of an 18-million-dollar reduction. We did have to go back and put in 3 million of further reductions for this exercise. The good news is, they do think that we're going to fall at about 10 percent rather than 20. However, that's still 8 million dollars for us. Last meeting, I asked for your recommendations that I can take that forward into budget discussions.

Commissioner Sotelo asked about staffing and staff morale. Misty responded that the hiring freeze is impacting some services and programs as we have about a 20% vacancy rate.

Chair Sarah Moga-Aleman made a motion to recommend closing Sundays to help with staffing.

Commissioner Sam Yoeuth seconded that motion.

Motion to recommend closing on Sunday passed unanimously with Commissioners Bevelyn, Walter, Pfeiffer and Sethi absent.

b. Revise Meeting Room Policies

There's a couple of things that I do want to point out that we made changes for your recommendations and staff recommendations.

2. The Prohibitions: The discrimination clause that you had added that the meeting rooms cannot be used by any group that illegally discriminates. Also, the political activity in support of a candidate or ballot measure being prohibited or, and that political debates in the interest of civil discourse would be allowed.

Commissioner Sotelo asked if we could check in with other agencies or the City Attorney's office to make sure we are not opening ourselves up to challenges. Misty will check with DCA regarding the language and will bring it to the next Commission meeting.

3. Applications: these are with the caveat this meeting room policy would go into effect at the same time as the new user fee would go into effect because there are some things in here about fees and nonprofit status. So it was that nonprofit groups in order to get the nonprofit rate would need to provide their nonprofit status to us. That was one of the biggest things the staff said was very tedious for them to have to look up. We're going to put the onus on the nonprofit for them to provide that documentation. We cleaned up the frequency to clarify that it's one meeting per month per library location, so it's not per system. So, somebody can book multiple in locations.

6. The Piano Fee: We have several libraries that have piano fee that have a piano. Some of them work with their Friends group to pay to have the piano tuned, and so they pass that along to anybody who's wanting to use the piano. So, we need to clarify and get a consensus and have the same consistent policy. Either we're charging for it or we're not charging for it. And if we're charging for it, it's the same fee everywhere. We're going to get a consistent fee on that.

8. Cleaning: The meeting room cleaning fee was the same. We did reduce that groups need to be done within 15 minutes before closing. That was a change from 10 minutes. Staff had asked for 30 minutes but we negotiated to 15 minutes.

So, we took your feedback and feedback of the staff in thinking about the logistical issues of the sale of goods or services. It would be difficult to try to coordinate working with Friends' groups. We landed on you cannot charge admission or for goods or services. But we did put in there that the selling of books or program related materials can occur with advanced written permission from library administration. Same with fundraising. Putting in there the ability for people to request if they want to have a fundraiser, particularly if we're going to start charging for rooms. I am aware, that many nonprofits, in order to pay for the room, would need to charge some kind of admission so we want to work through that. I don't want to make it more onerous for them to be able to book our rooms.

Public Comment: Jan Hintzman, Friends for the College-Rolando Library

Community has become aware of the proposed fee for meeting rooms at our library and that is really negative response from community members because the library is seen as a resource. Library communities don't have the means to pay the fees that are being suggested so it's really an equity issue.

c. College-Rolando Parking Update

Misty gave an overview on the College-Rolando Parking. The City didn't buy the adjacent lot when the church was put up for sale. The developer bought it, and we developed a Joint Use Agreement for parking. The City is communicating with the

developer and with the Planning Department in an effort to maintain as much parking as possible. The Library Department doesn't have much recourse.

Public Comment: Jan Hintzman, President College-Rolando Branch

Jan spoke on the frustration of the community regarding the parking in College-Rolando. She distributed an exhibit to the Commissioners.

d. Adult Programing Updates – Oscar Gittemeier, Program Manager

The Library won the San Diego Bicycle Coalition community year award for our work with them. Black History Month author program in collaboration with the University of San Diego will be coming up this Monday the 24th. She'll be doing a Q and A and book signing as well. Finally, our stargazing kits. These were a grant funded project that we have and we expect to go out in the next couple months. They'll also be available for programs.

e. YS Highlights – Ady Huertas, Program Manager

Ady presented to the Commissioners on Youth Services Updates.

Peaceful Playa. A space for youth with accessibility needs here at the Central Library in the children's space and expanded to include a Beach Theme that's called Peaceful Playa. It's designed to provide a calm space for those who may need to take a break.

The Youth Arts exhibits in the Teen Center. We used to do them in the past, but we're really partnering specifically with Community Schools, Lincoln High School, E3 Civic High, the juvenile court Community Schools such as Lindsay School, three thirty-seven ECB and community partners such the Youth Shelter and Youth Speculative Design. The exhibits are providing a voice to youth artists and getting teens ownership. We're featuring different art every month. So, we do the opening of the exhibit, and we leave up the artwork for about a month or so.

Fresh Start, this is eliminating the juvenile accounts with a onetime forgiveness that have been referred to the City Treasurer 's removing any of the barriers to ensure that all youth have access to library cards. This has also been really a positive experience with our youth, especially those that have not had that connection to the library and where this has been a barrier.

Excel program twenty thousand Excel cards.

Winter reading challenge: we had over 8,000 participants who focus on AI, learning about technology and robots was the theme as well.

Item 11: Commissioner Comment

Commissioner Linda: I'm wondering if we have a policy or how we're thinking about potentially the safety of our patrons and may be undocumented in terms of having ICE or CBP come into the facilities and our neighbors.

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Misty: No directive from the mayor 's office yet, they are working on one with the City Attorney to send down to us. What we have been telling staff is that our policies have not changed. We do not provide patron information without a court order. However, there's nothing legally that we can do if they have an administrative warrant to come into a building, we cannot make them leave.

Item 12: Other Business

Next meeting is on March 5, 2025, 12:30 PM at the Mary Hollis Clark Conference Center, San Diego Central Library @ Joan A Irwin Jacobs Common, 330 Park Blvd., San Diego, CA 92101.

Item 13: Agenda Building

User Fees

ACTION ITEM: Revised Meeting Room Policies Approval

Item 14: Adjournment

Commissioner Sarah Moga-Alemaný adjourned the meeting at 1:58 PM