



BOARD OF LIBRARY COMMISSIONERS

Meeting Minutes

Wednesday, May 7, 2025

12:30 PM

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

Attendance

Commissioners:

Present: Sarah Moga-Aleman, Dr. Wendy Ranck-Buhr, Scott Walter, Pat Bevelyn, Sam Yoeuth

Absent: Linda Sotelo, Mark Tran, Phyllis Pfeiffer, Sitara Sethi

Staff: Misty Jones – Director, Ady Huertas - Program Manager, Bob Cronk - Deputy Director, Jennifer Jenkins – Deputy Director, Curtis Williams – Program Manager, Tricia Nool - Executive Assistant, Richard Cooper

Library Foundation: Patrick Stewart, Jenny Mehlow, Natalie Ganz

Friends of the Library: Pat Wilson

e3 CivicHigh: absent

Item 1: Call to Order

Meeting was called to order by Commissioner Moga-Aleman at 12:31 pm. Their last meeting was on April 9, 2025.

Item 2: Approval of Minutes

The April 9, 2025 minutes was approved unanimously

Item 3: Requests for Continuance

Item 4: Non-Agenda Public Comment

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

The Friends are moving into Advocacy mode, with several chapters running “I Love My Library” postcard campaigns. Hundreds of postcards have been hand-delivered to

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Councilmembers so far, and more are on their way. Friends are also showing up, either virtually or in person, at Council Budget hearings to demonstrate their disapproval at the cuts in the proposed FY26 budget.

Representatives from the North Clairemont and Balboa Friends chapters tabled at the Clairemont Garden Tour on May 3rd. Councilmember Campbell stopped by, and tour-goers wrote 44 postcards in support of the library. The Friends also handed out free books to children who attended.

The Kensington-Normal Heights Library held its annual Essay Contest on April 10 at Franklin Elementary School where the 21 first-place winners read their essays. The number of submissions has been growing every year. This year there were 102 entries, from fourth- and eighth graders from five schools, plus juniors from All Saints Catholic School. Each essay winner got a certificate and a gift certificate to a local bookstore, and each teacher also received a gift certificate.

Our next FSDPL book sale will be on May 17 and 18 at our University Heights bookstore. We've just got in donation from the library of the late Arthur J. Graham, PhD, which may be of interest.

The Friends' Annual Membership Meeting will be held June 14th at the Shiley Suite at Central. The program begins at 10am, and Commissioners are cordially invited to attend.

Item 6: Library Foundation Report – Patrick Stewart, CEO

Thousands of cards were mailed in. Our advocacy efforts have really kicked into another gear. It's been great having Jenny Mehlow, Chief Marketing and Public Affairs Officer, here. We received a lot of media which really helps. The soul of the library, the programs, the amazing work that your team do, and let's make sure that we don't miss any of that, we don't cut any of that. But going forward, we've got to figure out a better strategy around long term sustainable funding. But we have been able to do a lot of media stuff and I think that's increased a lot of the postcard. Jerry, who works in our office, manages that largely. When we started this spring, there were 800 people on his list, and there's 1,400 people now.

We had a very successful book crawl last weekend, and we partnered with all the 14 independent bookstores to do advocacy. Spring has yielded a lot more individual donors, fewer gift amounts, which is fine, because more donors means the people that are using your libraries, the people that are in your libraries, they're saying I want to contribute to this. I want to make that investment and it's a good time to be doing it because we're currently working with the library to identify the priorities for next year and we're going to do our best for the citizens of the city who are really behind the library.

So, two other quick things. One, thank you to Pat Bevlyn for stepping in yesterday at the current adult online high school graduation and was up there with Jennifer shaking hands with all the

graduates and it was really it was such a lovely event. And then also thank you to Doctor Wendy Ranck-Buhr. We're hosting a conference in June called the International Public Library Fundraising conference on June 8-10. It is going to bring about 250-300 from all around the country, large library systems, small single branch library systems. So, we come together, learn from each other and share with each other. A representative from PBS, Misty and Dr. Wendy will be presenting on the morning of the last day, and we're going to have a conversation about the what the public institutions, the public education, public libraries and public media are facing and the implications of those challenges. And then how folks like us are uniquely poised to fight those challenges.

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. The (1) year warranty period began upon the approval of substantial completion on November 8, 2024.

The Scripps Miramar Ranch Library Parking Lot Expansion:

The library's new south-east side parking "Phase I" construction was opened for public use; the west side parking "Phase II" construction work is pending on the general contractor receiving the Development Services Department permit for the canyon side retaining walls deferred submittal. The contractor addressed the first round of comments from DSD and resubmitted. The contractor received a second round of comments from DSD mid-March and the contractor is holding off on receiving the steel storm drainage pipes as they will take up significant space and would impact operations during the grading. 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 relocating the traffic signals, as well as 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 June 2025.
- The Library Fire Sprinkler system upgrade project is expected to start construction in the first week of March and expected to be complete mid-July.
- The Library Mechanical system upgrade is expected to start in July 2025, and the construction duration is estimated to be 8-10 months.

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.

RFQ was posted first week of April 2025; we are moving forward with the procurement process to award the Design-Builder by end of Summer of '25.

Oak Park Library:

This project has been awarded using a Design-Build Community Based Competitive Design competition with the submission by Barnhart Reese Construction in partnership with RNT Architects being the successful proposal. The award of the first phase (the design phase) was approved by City Council on October 29, 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. Design is progressing per schedule, 30% design submittal was reviewed through Citywide plan check and updates are taking place. 30% grading plans were submitted and are currently under Citywide plan check.

Old Logan Heights Library:

The building rehabilitation design was completed and approved with the DSD the permit was issued on February 25, 2025. The Kick-Off Meeting between the contractor's team, project stakeholders and City Staff took place on April 9, 2025, and Notice to Proceed (NTP) was issued on April 11, 2025. Mobilization will start on May 12, 2025; construction completion is expected by Summer 2026.

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.

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Item 9: Library Director Report – Misty Jones, Director

May 19 is May Revise Hearing

Item 10: Agenda Items

- a. Budget – Misty Jones, Library Director
Misty presented on Library Highlights and Significant Budget Adjustments on General Fund
- b. Adult Programing Updates – Richard Cooper
Schedule of Upcoming Events (City Heights Performance Annex)
Arts and Culture Exhibits
I Can! Center and Accessibility Kits
202 Patron Satisfaction Survey Results
Adult HS Diploma Program Graduation held on 5/6/25 with 19 Graduates
10th Annual How-To Festival
2025 One Book, One San Diego books will be announced on 8/23/25
- c. Youth Services Updates – Ady Huertas, Program Manager
An email was sent to Commissioners on how to vote for the 2025 Pride Library Card

Item 11: Commissioner Comment

June 4, 2025 meeting is adjourned

July 2, 2025 meeting is adjourned

Item 12: Other Business

Next meeting is on August 6, 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

Item 14: Adjournment

Commissioner Sarah Moga-Alemanly adjourned the meeting at 1:31 PM