



# **BOARD OF LIBRARY COMMISSIONERS**

## **Meeting Minutes**

Wednesday, August 6, 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, Phyllis Pfeiffer, Mark Tran

**Absent:** Linda Sotelo, Sitara Sethi, Sam Yoeuth

**Staff:** Misty Jones – Director, Ady Huertas - Program Manager, Jennifer Jenkins – Deputy Director, Raul Gudino – Deputy Director, Curtis Williams – Program Manager, Tricia Nool - Executive Assistant, Sarah Banks, Francesca de Vera, Tara Ryan – Program Coordinator, Brilly Gonzalez Corea, Denise Amavizca, Vic Slater – Program Manager

**Library Foundation:** 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 12:34 pm. Their last meeting was on May 7, 2025.

### **Item 2: Approval of Minutes**

The May 7, 2025 minutes was approved unanimously

### **Item 3: Requests for Continuance**

### **Item 4: Non-Agenda Public Comment**

Terry Thompson

Can you please explain why you do not have a Letter of Agency on file with the San Diego Police Department posted at any of the libraries? By not having this simple document on file you

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have basically handcuffed the San Diego Police Department from being able to execute the duties of their job. You are encouraging the homeless to sleep on City of San Diego properties, as they are quite aware of what the Police can actually do to address them continually trespassing, sleeping, drinking, smoking, urinating, etc...

Library will reach out to the patron to respond to his questions.

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

Two new Directors were elected at the Friends' Annual Meeting in June, as we said goodbye to outgoing Treasurer Jean Coddington and Director Sarah Clayton. Commission regulars Ady Huertas and Oscar Gittemeier were the featured speakers and gave us updates on exciting programs offered by the Library. Though the "No Kings" march occurring at the same time likely diminished our attendance, those Friends who did come seemed to enjoy the program.

Although we did not ultimately prevail in restoring the Library's budget in the FY26 budget discussions, the advocacy efforts by the Friends and the Library Foundation SD succeeded in blunting some of the threatened cuts. We remain ready to participate in further library advocacy efforts.

FSDPL Corporate contributed \$105,000 towards the Match in FY25; the Friends' total contribution was over \$300,000. Book sales at chapters and Corporate continue to be a strong source of revenue.

The Friends staffed a table at San Diego Pride's Lit Café – many thanks to the County Library folks who handled organizing the tent when the mayor prevented San Diego Public from taking part. Thanks, too, to library staff who provided library cards and swag for us to hand out along with our Friends' wristbands and coasters. FSDPL will also have a booth at the upcoming KPBS Book Festival on August 23rd; we hope to see you there.

**Item 6: Library Foundation Report – Natalie Ganz, Chief Philanthropy & Engagement Officer**

In June, we held the 9th meeting of the International Public Library fundraisers conference. It was 3 days of 230 plus folks who all do some type of professional level fundraising for public libraries and opportunity for us to learn from one another. Our goal there every day is to support our public libraries as much as possible and by maximizing and elevating how we can perform professionally and make a real difference in all of our communities. Patrick and Misty sat on several panels that were really helpful and informative and everybody really got a lot out of them. The LSD and SDPL teams also worked very hard. Everybody did really roll up their sleeves to make it a success. I just want to share one quote that we got afterwards. They said "Thank you, thank you, thank you! The conference was a heartwarming reminder that advocates are fighting for libraries all over this country. Thank you for making this happen in San Diego, it was the emotional boost I needed".

In addition to that, in June, we were awarded a \$450,000.00 grant over 2 years from the Carnegie corporation of New York. It will be used to support college readiness through adult high school programs here at SDPL. They chose to visit us while these 230-person conference was happening. So, simultaneously we hosted a site visit for 3 representatives from the Carnegie corporation and they were over the moon with all that they saw, the community of fundraisers all trying to support each other, and they feel good about their investment in public libraries. National funders haven't funded libraries very much until recently so we're getting on their radar screen and it's great to see organizations like the Mellon foundation and Carnegie corporation taking note of public libraries and really identifying them as places they can invest when they really want to make a difference and move the needle in their community, so we're going to be stewarding them and reporting out.

Advocacy - I remember hearing Misty talk with this group about the proposal to close all libraries on both Sundays and Mondays. We had thousands of people show up either through sending postcards, writing emails, going to council meetings and whatever form worked for them. Thousands of San Diegans made their voices heard through the Foundation. We worked with the Friends, we did everything we could so that our elected representatives could know how important libraries are for our communities, and 17 branches or 17 locations will have continued Monday hours now and it's the advocacy that really enabled that to happen. Advocacy is something that we will be doing on a continual basis and there's always an opportunity to get involved. If you want to learn more, if you haven't already, go to our website and sign up for our e-mail alerts.

I'm sure many of you know Jeff Rowland. He was on our team for about 10 years serving in our finance department and ultimately becoming our CFO. He did wonderful work to make sure that audits are actually kind of boring because there's no problem and we have a great Finance Committee that is running smoothly. Jeff has started the new chapter in his life. He and his wife are starting a new endeavor together so his last day at the Foundation was last week.

I want to point your attention to this this is our flagship publication we call it our impact update. We had a wonderful presentation from the doctor Seuss foundation and the San Diego foundation announcing their grantees over the children's library.

Our newest team member Jenny Mehlow guided the creation of this document. It was her first and it's a heavy lift to get this thing in mailboxes. It's beautiful and it really tells the story of impact. Which is exactly what we want to do. So, congratulations to Jenny. This is a milestone in your library foundation tenure. We are preparing our summer appeal; it we'll have mailboxes in September. It's a great way for people to become aware of the library, its impact and support by making a gift of any size that they feel is meaningful. We will let you know how that goes.

**Item 7: e3CivicHigh Update Report - Brett Taylor, CEO**

No report

**Item 8: Report on Library Construction Projects - Raul Gudino, Deputy Director**

**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:**

We have received a Notice of Exemption from CEQA and a Categorical Exemption from NEPA in Spring 2025. RFQ phase was completed the end of May 2025. PM and Field team shortlisted top 3 firms from this process in June. We are finalizing RFP with the contracts team to move forward with request for proposals and interviews. We are on schedule to start the award process Fall 2025 and award the Design-Build contract by Winter 2025.

**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.

**Item 9: Library Director Report – Misty Jones, Director**

Budget - I want to update you on the schedule, as Natalie referenced, we did our final budget so as you know we started out terrible, 20% reduction then it kind of backed up to about 10%. We did have so many advocates and people speaking up, it was amazing and so what we did end up with is closures on Sunday and Mondays in some locations. On July first, we're closed on Sundays at every location, and we will be closed on Mondays in 20 of the 37 locations, so we'll be open in 17. 10 of the locations that are open are chosen for their homework centers so they will be the homework center locations. San Carlos is currently a homework center but we may move it somewhere because Councilmember Campillo chose to open Benjamin Allied Gardens instead of San Carlos. La Jolla has a Jane Cameron endowment fund, and they will be paying for their Mondays out of that endowment funds, so we added that one. There is at least one per Council District that's open. The communities of concern is really where we tried to have all of the other 11. So, we ended up our whole total budget reduction at approximately 4 and a half million and then 65 positions. I am very happy to say that all 65 positions are vacant. So, we are not laying off anyone so we were able to do some maneuvering and do some switching out of position so that we saved everybody's job. We did get an addition of 750,000 for security so that was really necessary because we needed to true up what we actually are spending on security. The homework program is also going to remain. We did reduce the hourly budget, so we had about 30 hourly positions that we had so we are losing those hourly but we're keeping the benefitted positions. How we're going to do that is we're going to do that through attrition. So, we currently only have about 10 of the 30 hourlies. It's been a really difficult position for us to

recruit and we lose them, it has a lot of turnovers, so we have about 10 and we're just going to keep them through the year, and we also want to help with transition of recruiting volunteers and things like that to help kind of sustain the homework program.

**Item 10: Agenda Items**

- a. ACTION ITEM: Meeting Room Policy  
Chair Sarah Moga-Alemany: Motion to approve meeting room policy  
Commissioner Phyllis Pfeiffer: Second the motion  
Passed unanimously
- b. Budget Overview – Misty Jones, Library Director  
Misty introduced OCYS staff to the commissioners
- c. Office of Child and Youth Success (OCYS) – Tara Ryan, Program Coordinator  
Tara presented on an overview of OCYS and introduced her staff to the commissioners.  
Develop and strengthen partnerships, navigate and strengthen systems and resources, support and expand access for youth leadership and voice.  
Collect, share, and use data, advise on the priorities for children, youth, and families in City planning and policymaking. Seek local, State, Federal, and philanthropic grants to support City departments with priorities for children and youth
- d. Adult Programing Updates – Sarah Banks, Librarian I  
Sarah presented on Adult/Senior Programming Updates:  
Outreach van and bikes, City Heights Performance Annex, Arts and Culture Exhibitions, 2025 One Book San Diego winning books will be announce on August 23, 2025, at the KPBS Book Festival, Adult Summer Reading Program  
Adult HS Diploma Program Graduation – 19 graduates
- e. Youth Services Updates – Ady Huertas, Program Manager and Francesca de Vera  
Presented on Summer 2025 at SDPL, Summer Reading Program  
Teen Engagement, Free Summer lunch, Community Produce Giveaway, first time partnership with the Jacobs & Cushman San Diego Food Bank

**Item 11: Commissioner Comment**

**Item 12: Other Business**

Next meeting is on September 3, 2025, 10:00 AM at the Mary Hollis Clark Conference Center, San Diego Central Library @ Joan A Irwin Jacobs Common, 330 Park Blvd., San Diego, CA

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**Item 13: Agenda Building**

**Item 14: Adjournment**

Commissioner Sarah Moga-Alemany adjourned the meeting at 1:52 PM