



THE CITY OF SAN DIEGO

BOARD OF LIBRARY COMMISSIONERS

Members

Katie Sullivan, Chair

Matthew Hervey • Susan Atkins • Judy McCarty • Mel Katz

MINUTES

BOARD OF LIBRARY COMMISSIONERS

SAN DIEGO PUBLIC LIBRARY

Wednesday, September 3, 2008

ATTENDANCE

Commissioners:

Present: Katie Sullivan Susan Atkins, Matthew Hervey, Mel Katz, Judy McCarty

Absent: None

Staff: Deborah Barrow, Library Director; Elmer Heap, Deputy Chief Operating Officer; Meryl Balko, Deputy Director; Bruce Johnson, Deputy Director; Jay Hill, Director of Development; Cynthia Meinhardt, Project Officer II; Darren Greenhalgh, Deputy Director; Carol Tellez, Executive Secretary

Public: Terry Collings, Brenda Mason, Shelia Padgett

CALL TO ORDER

Meeting was called to order at 9:07 a.m. in the Commission Room of the Central Library.

APPROVAL OF MINUTES

Correction to August 2008 Minutes: 9.a Library System Update, fourth paragraph

The San Diego *Foundation Hervey Family Fund* has committed \$3.5 million to the project *to expire at the end of this year*.

The August 2008 minutes were approved unanimously as amended.

REQUESTS FOR CONTINUANCE

None.

NON-AGENDA PUBLIC COMMENT

None.

REPORT FROM THE FRIENDS OF THE LIBRARY: Shelia Padgett

The Friends Annual Meeting will take place on Saturday, September 13, 2008 at the Point Loma/Hervey Branch Library. They will be recognizing approximately 75 volunteers. Commissioner Sullivan asked how many volunteer hours the Friends contributed to the Public Library system this year. Shelia will provide the information at the next Commission meeting. Library Director Deborah Barrow will be the featured speaker.

SERRA SYSTEM ADVISORY BOARD: Brenda Mason

Serra's new website should be operational in a couple of weeks. Serra is holding a Legal Resources on the Web Workshop on September 12. (Staff has confirmed the workshop will be in Vista at the North County Branch of the San Diego Law Library). For further questions, call (619) 232-1225.

CHAIR'S UPDATE: Katie Sullivan

Per a motion made at last month's meeting, a letter has been sent supporting the proposed \$4 billion library construction bond measure.

Requests have been made to the Mayor's office to fill three vacant commission positions. Mr. Heap shared that he had contacted the Mayor's office regarding the vacancies and will follow-up with them.

On November 12 at the annual Association of Fundraising Professionals (AFP), the Friends of the Library will be receiving a special award that has only been given twice before in the history of the AFP. Once was to the San Diego Foundation, and the other was a joint award to Joan Kroc and Helen Copley. The event will take place at the Sheraton Marina.

Commissioners Sullivan and Katz met with incoming Council Member Carl DeMaio and briefed him on Library issues. Commissioners Sullivan and Hervey will meet with Council Member Faulconer later today to continue to establish relationships with the various Council Members.

Commissioner Katz thanked everyone for his surprise going away party on June 26. Commissioner Katz also thanked everyone for the book he received that contained pictures from the event.

Commissioner Sullivan introduced Terry Collings, former director of the Seattle Public Library Foundation. His team's most successful campaign, which was completed in 2004, was the Seattle "Libraries for All" in which \$83 million was ultimately raised.

Mr. Collings gave a powerpoint presentation comparing the Seattle Public Library and the San Diego Public Library. Mr. Collings explained the process that the Seattle Public Library Foundation went through to successfully complete their "Libraries for All" campaign. Mr. Collings graciously answered numerous questions from the Commissioners. Commissioner Sullivan thanked Mr. Collings and mentioned that he will appear this afternoon before the Public Safety and Neighborhood Services Committee (PS&NS).

DEPUTY CHIEF OPERATING OFFICER: Elmer Heap

Mr. Heap reported this is his first Library Commission meeting and he will make every effort to attend all future meetings.

Mr. Heap mentioned he appreciates the good work Ms. Barrow has done since her appointment approximately six weeks ago. Mr. Heap and Ms. Barrow have been meeting with the various Council Members and the IBA (Independent Budget Analyst) who have shown great support for the Library.

Mr. Heap commented that he met with incoming Council Member Carl DeMaio and feels that he will be a friend to the Library.

The State of California has not balanced its budget, and it can adversely impact the FY 09 budget. Mr. Heap and Ms. Barrow are meeting with Chief Operating Officer Jay Goldstone to discuss the numerous Library vacant positions that have not been filled due to the State not balancing its budget.

Commissioner McCarty asked Mr. Heap if the Library Ordinance would be implemented in the future. Mr. Heap stated he hoped it would be applied in upcoming budget years.

Mr. Heap stated he will work on getting the Commission vacancies filled.

AGENDA ITEMS

9.a Library System Update

Cynthia Meinhardt reviewed the written Capital Improvement Project Update report. The electrical plans for the new Central Library have been resubmitted to the Building Department for approval.

Construction on the Logan Branch Library is about 30% complete. The furniture package is being reviewed by Library staff. Completion date is expected to be fall 2009.

Engineering staff has met with Ms. Barrow and Library staff to give them a review of the Mission Hills Branch Library project. A meeting is scheduled on Thursday (September 4) at 6:30 pm to give an update to the Friends of the Mission Hills Branch Library. Commissioner Hervey stated that the donor specified that the building be a minimum of 20,000 square feet. Commissioner Sullivan mentioned that the \$5 million dollar donation has a timeline on it. Ms. Meinhardt reported that a meeting is being set up with Engineering and Library staff to discuss Library projects.

DIRECTOR'S UPDATE: Deborah Barrow

- The Library has about 56 positions vacant (part-time included). Ms Barrow and Mr. Heap are meeting with the COO (Chief Operating Officer) to discuss filling the most critical budgeted positions. Approval for Out of Class (OCA) Assignments will also be discussed. Commissioner Katz asked for clarification on filling these vacancies once the State budget is passed. Ms. Barrow will follow-up.

- The Mission Valley Library will be closed temporarily for recarpeting from September 15 through October 22. The recarpeting job is very complex. Several Commissioners expressed concern over the length of time the Library will be closed.
- The City Heights Library is celebrating its 10th anniversary on November 1.
- Mr. Collings will be giving a presentation at the PS&NS meeting this afternoon.
- The Library's Business Process Reengineering report will be going to Council on September 9. Commissioner Sullivan asked that the Budget Committee receive a copy of the report. Commissioner McCarty mentioned the report will be available once it has gone Council.
- On September 16 there will be a Council presentation for the Modern Library.
- Ms. Barrow thanked staff that worked on the Centralized Collection for our book budget.
- Nancy Assaf from the Scripps Miramar Branch Library is retiring and there will be a tea for her on Saturday, September 13, from 3:00-5:00 pm.
- The California Library Association Annual Conference will be held in San Jose this November. Ms. Tellez will send the Commissioners information regarding this event.
- Ms. Barrow reported she has had three Town Hall meetings to get acquainted with staff and determine what their concerns are. The information gathered from the Town Hall meetings will be shared at the Branch Managers' meeting tomorrow in order to problem solve various issues.
- Ms. Sullivan mentioned that Ms. Barrow continues to have lunches with donors of the Library.

9.b Budget Update

Motion:

Motion by Commissioner Katz to send a letter to the Mayor and Jay Goldstone stating that the Commissioners feel the vacant positions at the Library are critical and need to be filled now, in particular Scripps Ranch Library, and that after the State Budget is approved, the rest of the FTEs (list number) are also filled. The letter should name certain positions right now and then add the rest of the FTEs by giving the specific number. The budget committee requested to see the draft letter before it was sent to the Mayor and Mr. Goldstone. Motion was seconded by Commissioner McCarty and passed unanimously.

9.c Legislative Update

Ms. Barrow stated SB1516, the new library bond act for building libraries, is currently in a suspense file and has not progressed. The letter of support requested by the Commissioners was sent.

9.d Foundation Update

Commissioner Sullivan reported that the Foundation Board has new members: Dean Joyce Gattas; Faye Russell; Gus Magee; Sarah Wilenksi; and Sarah White.

Mr. Hill acknowledged Ms. Barrow and several of the new Board members who have made gifts to the Library.

Mr. Hill thanked Ms. Barrow for participating in the donor lunches.

Mr. Hill expressed his appreciation to Commissioners Katz and Hervey for providing tables at the upcoming Philanthropy Day event.

The Foundation is still receiving results from the direct mail campaign which honored Anna Tatar's service to the Library.

Mr. Hill acknowledged Ms. Sullivan for participating in filling three vacant positions in the Foundation. The new members are: Megan Lim; Kia Neri; and Courtney Jackson.

Mr. Hill announced he is retiring from the City of San Diego and will join the Foundation. (Staff has confirmed that Mr. Hill intends to retire on October 1, and will join the Foundation on October 2).

Mr. Hill thanked Commissioner Katz for helping to arrange Mr. Collings' visit.

OTHER BUSINESS

None.

ADJOURNMENT

Commissioner Sullivan adjourned the meeting at 10:37 a.m.

Deborah Barrow

DEBORAH BARROW
Library Director

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