



THE CITY OF SAN DIEGO

BOARD OF LIBRARY COMMISSIONERS

Members

Abby Weiss, Chair

Ileana Ovalle Engel • Ann Haddad • Katherine Nakamura • Wendy Urushima-Conn • Sarah White • Alan Ziegau

MINUTES

BOARD OF LIBRARY COMMISSIONERS
SAN DIEGO PUBLIC LIBRARY
Wednesday, June 1, 2016

ATTENDANCE

Commissioners:

Present: Katherine Nakamura, Wendy Urushima-Conn, Alan Ziegau, Ann Haddad

Absent: Abby Weiss, Ileana Ovalle Engel, Sarah White

Staff: Misty Jones, Library Director; Nicole Spriggs, Executive Assistant; Bob Cronk, Deputy Director, Public Services; Sheila Burnett, Deputy Director, Support Services; Raul Gudino, Senior Management Analyst; Charlie Goldberg, Marketing Director; Elise Ciez, Community Relations Specialist, San Diego Public Library Foundation

Public: Ann McDonald

CALL TO ORDER

Meeting was called to order by Commissioner Ziegau at 12:41 p.m. in the Sullivan Commission Room.

APPROVAL OF MINUTES

The April 20, 2016 minutes were approved unanimously.

REQUESTS FOR CONTINUANCE

None.

NON-AGENDA PUBLIC COMMENT

None.

REPORT FROM THE FRIENDS OF THE LIBRARY: Joan Curry

The 19th Annual Awards Ceremony San Diego Citywide Library Student Essay Contest was held Thursday, May 5, 2016 at the Balboa Park Club. There were 1197 essays submitted from 26 libraries, 8 charter schools, 14 private schools and 52 public schools. There were 14 finalists all of whom received a laptop, carrying case, and a medal very much like those given to the athletes at the Olympics, along with \$75.00. There 37 semi-finalists each of whom received \$20.00 The best overall essay award, in the amount of \$500, given in memory of Jack & Carolyn Winer and presented by Michael Winer to William Dorst, a La Jolla 10th grade student (La Jolla Library) for his essay on *The Book Thief*.

In March 2016, and in May 2016 a Foundation/Library Team under the leadership of Jay Hill, CEO of the San Diego Public Library Foundation met with the Directors, Officers and President's Advisory Council to discuss concerns of both groups and relative to among other things, matching funds and advocacy. Prior to the May 9th Council Meeting, representatives from the Friends and other groups met with individual Council members to discuss the budget. At the May 9th meeting, Joan Reese, Corporate's 1st Vice President spoke on behalf of the Friends of the Library. The book sales continue to be very profitable. Over the last two months, the Friends of the Library have earned nearly \$7,000.

LIBRARY FOUNDATION UPDATE: Charlie Goldberg

The First Folio will be here at the Central Library. A preview event for the First Folio will be held on Friday, June 3, 2016 for donors and supporters. A media press event for the First Folio will be held on June 2, 2016. Please save the date of October 7, 2016 for the Celebration Under the Dome event. Last year over \$500,000 was raised, the Foundation is looking forward to another successful year. Tickets for this event will be going on sale soon. Invitations will be sent out.

The Foundation is working with the Friends of the Library on meeting the million dollar match. The goal is currently \$93,000 short. The Foundation will be working on meeting this goal this month. This goal needs to be met by June 30, 2016.

CONSENT AGENDA ITEMS

a. Report on Library Construction Projects

- **Skyline Hills Branch Library:** Construction is 65% complete. Installation of Mechanical, Electrical & Plumbing is in progress. Installation of curtain wall and interior finishes are in progress.
- **San Ysidro Branch Library:** The preparation of RFP documents is in progress. DSD's first cycle review comments on the project were addressed. On May 22, 2016, the project was re-submitted to the Development Services Department for Public Project Assessment. The project was presented to the SY Community on April 29.
- **Mission Hills-Hillcrest Branch Library:** On May 3, 2016 the (3) shortlisted Design/Build (D/B) teams that had responded to the Request for Proposal in March were notified that the city was rejecting all submitted proposals for the project. The Request for Proposal was re-advertised on May 18, 2016 to the five D/B teams shortlisted in the Request for Qualifications process. Four teams attended the mandatory pre-proposal meeting on May 25; proposals are due in June 2016. It's the city's intention to expedite the Design/Build contract award by this August in order to stay on schedule.

- San Carlos Branch Library: Library and Public Works Department representatives and the design architect, David Pfeifer of domusstudio, presented a preliminary schematic design to the San Carlos Library New Building Committee on April 27. The Committee's input was favorable and a follow up meeting with the group will be held later this summer after the schematic design is further developed.

b. Update from the Library Director

- Misty Jones distributed selected upcoming events at the Library for the month of June 2016. *Canvas & Coffee* will be held at Carmel Mountain Ranch on 6/14/16 5:30-7:30 p.m., a fun class where adults 18 and up can have some light snacks and beverages while learning how to paint. Artist is Joe Nyiri; First Folio Event -*Food, Drink, and Manners at Shakespeare's Table* will be held at the Central Library on 6/18/16 from 10:30 a.m. - 12:00 p.m. This lecture will cover food, drink, manners, and the daily life of a creative age; Mountain View/Beckwourth Branch Library 40th Anniversary will be held on 6/23/16 at 10:00 a.m.; *Library Olympics* kickoff will be held on 6/15/16 at the North Park Branch Library from 3:30 - 5:30 p.m.

AGENDA ITEMS (Discussion Item)

- a. Ms. Jones discussed the budget. The Library had quite a few supporters at the budget hearing. The Foundation advocated for an increase in materials budget, the establishment of a programming budget, and additional budget so that all branch libraries have a full-time Youth Services Librarian. It is unsure at this time what asks the Library will receive. The May revision was released and it was necessary to add positions for Skyline Branch Library due to the project being ahead of schedule.

Council President Sherri Lightner advocated for pushing the Library budget to an even 4%. The budget currently consists of 2 positions for programming and outreach, as well as, a CIP analyst. The final budget is June 13, 2016 at 2:00 p.m.

- b. Ms. Jones gave an update on the Library Performance Audit. The complete Performance Audit report is on the City of San Diego website. Ms. Jones distributed the Management Response to the performance audit. Listed are the items that the Library will be addressing. The recommendations were focused on the equity of resources between library branches. The Library has taken the steps to create a new matching pool distribution. The donations were previously distributed in a tier approach, now the donation funds will be put evenly into one pool. The Library has done a Collection Development Policy. The Library will be working on re-organization of staffing, to create a staffing model in the upcoming year.
- c. The First Folio will be here at the Central Library. The opening date is June 3, 2016. There will be various events held throughout the month.

COMMISSIONER COMMENT

Go Misty!

OTHER BUSINESS

The next Board of Library Commissioners meeting will be held July 6, 2016.

ADJOURNMENT

Commissioner Ziegaus adjourned the meeting at 1:16 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
/ns