



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 Ziegaus

### MINUTES

#### BOARD OF LIBRARY COMMISSIONERS SAN DIEGO PUBLIC LIBRARY Wednesday, September 7, 2016

### ATTENDANCE

#### Commissioners:

**Present:** Abby Weiss, Sarah White, Katherine Nakamura, Alan Ziegaus, Wendy Urushima-Conn, Ann Haddad

**Absent:** Ileana Ovalle Engel

**Staff:** Misty Jones, Library Director; Nicole Spriggs, Executive Assistant; Sheila Burnett, Deputy Director, Support Services; Bob Cronk, Deputy Director, Public Services; Charlie Goldberg, Marketing Director, San Diego Public Library Foundation

**Public:** Joan Curry, Jimmie Slack, Benjamin Kelso, Kevin Moina

### CALL TO ORDER

Meeting was called to order by Commissioner Weiss at 12:31 p.m. in the Sullivan Commission Room.

### APPROVAL OF MINUTES

The June 1, 2016 minutes were approved unanimously.

### REQUESTS FOR CONTINUANCE

None.

### NON-AGENDA PUBLIC COMMENT

None.

## **REPORT FROM THE FRIENDS OF THE LIBRARY: Joan Curry**

This year the Friends decided to award the John McAllister Library Memorial Scholarship. This scholarship has both an educational and a conference option. The educational scholarship may be applied towards registration fees, tuition, books or other related school expenses. The conference scholarship may be applied towards the registration fees for a library related conference. The educational scholarship of \$1,000 was awarded to Rene Gehr. Rene works at Mission Hills and also as a substitute at other branches. She is working on her Masters' Degree in Library and Information Systems. She is a student at San Jose University. Ton Vo Ngo is a Library Clerk at the Rancho Bernardo Branch. He was awarded \$500. He too, is taking courses from San Jose University and will eventually work for a Masters' Degree in Library and Information Services.

The Friends are now working on their Annual meeting, being held on September 10, 2016 from 9:30 a.m. to noon at the San Diego Central Library. The Annual meeting is planned to elect FSDPL Officers and Directors and also to highlight the Friends' achievements, recognize volunteers who make the Friends' chapters so valuable to the San Diego Public Library System and to look forward to 2016-2017 fiscal year. Our featured speaker this year will be Jay Hill. Misty Jones will present an update on the Library Shop. Over the past three months the Power Book Sale has contributed nearly \$14,000 to the Library. Joan Curry announced her retirement as President of Friends of the Library. Joan Reese will be the new Friends of the Library President.

## **LIBRARY FOUNDATION UPDATE: Charlie Goldberg**

The Celebration under the Dome event is exactly one month away. The event is going fantastic. There are 120 people that have signed up to attend thus far. The Foundation has 24 sponsor organizations and 52 generous people who serve on various committees.

Elise Ciez is currently scheduling meetings with Council districts to discuss budget asks. Members of the Board of Library Commissioners will be attending these meetings along with representatives from the Foundation.

## **CONSENT AGENDA ITEMS**

### **a. Report on Library Construction Projects**

- Skyline Hills Branch Library: Construction is 97% complete. Installation of site improvements is in progress. A preliminary walkthrough of the library building was conducted on August 31, 2016. Grand Opening Ceremony is scheduled for October 14, 2016.
- San Ysidro Branch Library: RFP to short list builders went out August 17:  
Preproposal meeting: August 31  
Proposals are due: October 4  
Presentations/Interviews: October 18
- Mission Hills-Hillcrest Branch Library: On June 8, 2016 three Design/Build (D/B) proposals were received in response to the Request for Proposal dated May 18, 2016. The Design/Build team of C.W. Driver (Builders), Manuel Oncina Architects, Inc. and Ferguson Pape Baldwin Architects was selected and the contract award for Phase I, which includes design and construction document completion and remediation and demolition of the IBEW building, is processing.

- San Carlos Branch Library: The design team is progressing towards full schematic design of the new 25,000 square foot library. A follow up meeting with the San Carlos Library New Building Committee will be planned for October once the architect develops the interior theming and building massing.

b. Update from the Library Director

A list of library events for the month of September was distributed. Some of those events included: *Mid-Autumn Festival* will be held at the North University Branch Library on September 15, 2016 at noon; *Storytime with a Firefighter* will be held on September 10, 2016 at 10:30 a.m. at the Oak Park Branch Library; *Into to Drama for Tweens* will be held on September 14, 2016 from 4:00–5:00 p.m. at the San Carlos Branch Library.

In partnership with the California Coast Credit Union, the San Diego Public Library will begin a month long social media reading campaign called “San Diego Rocks Reading”. This social media campaign is being held to promote reading. Pictures of people reading to kids, pets, etc. can be posted to social media with #sdrocksreading to win prizes from California Coast. A kickoff event will be held on September 8, 2016.

**AGENDA ITEMS (Discussion Item)**

- a. Jimmie Slack, Chief of Staff for Fourth District Councilmember Myrtle Cole and Benjamin Kelso, President of the San Diego Black Police Officers Association spoke on behalf of Councilmember Myrtle Cole, Archie C. Buggs’ family and the community to ask the Board of Library Commissioners for support in adding Archie C. Buggs to the naming of the Skyline Hills Branch Library. Councilmember Cole and the community supports this effort. The Skyline/Paradise Hills Planning Council and the Greater Skyline Hills Town Council will be meeting to give their formal support. The Planning Council will be meeting on September 13, 2016 and the Town Council meeting will take this up at their next meeting on October 3, 2016. Archie C. Buggs was a Vietnam Veteran who became a police officer after the war. He lost his life serving the 4<sup>th</sup> District community in 1978. Officer Buggs worked in the same district he grew up in and helped to make the Skyline Hills Library a safe haven in the 70’s for the youth that were living in a gang infested area. Adding his name to the Skyline Hills Library would be a proper way to honor him and his sacrifice.

**Motion**

Commissioner Weiss moved that the commissioners send a letter support to Councilmember Myrtle Cole to add Officer Archie C. Buggs name to the renaming of the Skyline Hills Library Branch.

The motion was approved unanimously.

- b. Ms. Jones gave an update on the budget. For the first time, the library received \$500,000 of general fund dollars for Programming. Additional homework program hours were added. The training budget was also increased.
- c. The Library has completed the Performance Audit. Ms. Jones distributed highlights of what was found during the performance audit. The Library went before the Audit Committee to present regarding the matching fund process.

The Library is tasked with working with the Independent Budget Analyst and Financial Management on other recommendations to increase equity.

**Motion**

Commissioner Ziegaus moved that the commissioners send a letter to IBA to support the revision of the Donation Matching Fund Policy for Equipment and Programs.

The motion was approved unanimously.

- d. The Library was asked to create a database staffing model. A consultant will be hired to help develop a staffing model.
- e. Commissioner Urishima-Conn presented a draft of the Library Commission roles document, "Our Commitment to Each Other". This document came from discussions from the Board of Library Commissioners retreat in February 2016. It lists various things that the Board of Library Commissioners can commit to. Changes to the draft were discussed and the draft will be updated.

**COMMISSIONER COMMENT**

The Board of Library Commissioners thanked Joan Curry, President of the Friends of the Library, for her years of service and congratulated her on retiring.

**OTHER BUSINESS**

None.

**ADJOURNMENT**

Commissioner Weiss adjourned the meeting at 1:52 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