

# BOARD OF LIBRARY COMMISSIONERS

## Members

Abby Weiss, Chair

Ann Haddad • Katherine Nakamura • Wendy Urushima-Conn • Sarah White • Alan Ziegaus

## MINUTES

### BOARD OF LIBRARY COMMISSIONERS

#### SAN DIEGO PUBLIC LIBRARY

Wednesday, January 4, 2017

## ATTENDANCE

### Commissioners:

**Present:** Abby Weiss, Sarah White, Katherine Nakamura, Wendy Urushima-Conn

**Absent:** Alan Ziegaus, Ann Haddad

**Staff:** Misty Jones, Library Director; Nicole Spriggs, Executive Assistant; Charlie Goldberg, Marketing Director, San Diego Public Library Foundation

**Public:** Joan Reese

## CALL TO ORDER

Meeting was called to order by Commissioner Weiss at 12:43 p.m. in the Sullivan Commission Room.

## APPROVAL OF MINUTES

### CORRECTION TO DECEMBER 7, 2016 MINUTES:

**Addition under Other Business:** Board of Library Commissioners agreed to co-sponsor along with the Foundation and Friends of the Library the January 12, 2017 Reception prior to State of the City Address.

The December 7, 2016 minutes were approved unanimously.

## REQUESTS FOR CONTINUANCE

None.

## NON-AGENDA PUBLIC COMMENT

None.

**REPORT FROM THE FRIENDS OF THE LIBRARY: Joan Reese**

The corporate Friends held another successful book sale in December. Online Amazon book sales in collaboration with the Central Friends chapter continue to be robust. Entries have been submitted for the 20<sup>th</sup> annual Writing for Literacy Student Essay Contest and are currently being judged at the local level. Prizes are provided by FSDPL for winners at each branch library. The citywide awards event will be held on the evening of Thursday, April 27, at the Balboa Park Club.

Fran Pierce, the FSDPL volunteer Executive Director broke her hip and clavicle in mid-December and is currently in a rehab facility. Friends of the Library are attempting to fill in and cover her myriad duties while she's out of commission.

- Commissioner Nakamura asked for a list of which schools and how many submitted entries to the 20<sup>th</sup> Annual Writing for Literacy Student Essay Contest to share with the San Diego Unified School District. Joan Reese will follow up.

**LIBRARY FOUNDATION UPDATE: Charlie Goldberg**

As year-end closes the Foundation exceeded a \$60,000 challenge match from the Lily Lai Foundation. The Foundation had a record year in year-end annual giving. For major donors who contributed to the Central Library capital campaign, 80 percent have made a subsequent gift since the Library's opening, exceeding national standards for retention of capital campaign donors. The State of the City Address will be held on January 12, 2017. The Foundation will host the reception prior this event in partnership with the Friends of the Library and the Library Commission. 43 people have RSVP'd so far. The Foundation thanks the Board of Library Commissioners for their support. Meetings with Council districts to discuss budget asks are almost complete.

**CONSENT AGENDA ITEMS**

a. Report on Library Construction Projects

- San Ysidro Branch Library:
  - Winning Design/Build Team Selected
  - Project Management Team is preparing paper work to award contract/LNTP should be out beginning of January
  - Public Information office is preparing for an unveiling of the winning design at the end of the month
  - Design/Build Team is looking for comments about floor plan and layout from Library Department
- Mission Hills-Hillcrest Branch Library: The Design/Build (D/B) team of C.W. Driver (Builders), Manuel Oncina Architects, Inc. and Ferguson Pape Baldwin Architects are working on the design development of the library interiors and site improvement work shown in the bridging documents necessary to complete the 60% construction documents.
- Valencia Park/Malcolm X Branch Library: Legler Benbough Teen IDEA Lab
  - Furniture has been delivered
  - Computers, recording equipment and the video wall have been installed
  - The Library has entered into an agreement with Sprint to have Wifi hotspots (50) to be available for checkout so that students can have

- Internet at home. This will be a pilot program.
  - Acoustical paneling has been installed
  - IT infrastructure was upgraded
  - The grand opening is tentatively scheduled for the last week in January 2017.
- San Carlos Branch Library:
  - On January 11, 2017, 6:30 p.m. at the Tifereth Israel Synagogue, the design for the new library will be presented to the community by the architect.
  - Received an additional 750,000 in DIF funds to complete the design phase.

b. Update from the Library Director

Ms. Jones distributed a list of library events for the month of January. Some of those events included: *Start-Biz Club: Bringing Experience Business Men and Women Together with Young Entrepreneurs* being held on January 7, 2017 at 9:30 a.m. at the La Jolla Branch Library; *Concert: Peter Sprague & Leonard Patton* will be held at the Pacific Beach/Taylor Branch Library on January 11, 2017 at 7:00 p.m.; *Tall Tales at the Harmony Corral* will be held at the Point Loma Branch Library on January 27, 2017, 10:30 a.m.

- Ms. Jones noted that the College Rolando Library previously had a shared parking agreement with a Lutheran church on the adjacent lot. The property was sold and the parking agreement was terminated. The parking lot has been fenced off and the entrance from Montezuma into the parking lot is chained off. The Library is working with Real Estate Assets, Code Enforcement and Public Works on this issue.
- Commissioners discussed the possibility of being assigned to various council districts.
- The State of the City Address will be held on January 12, 2017.
- Ms. Jones noted she had a meet and greet with Councilmember Georgette Gomez (Ninth District). She also noted that Councilmember Myrtle Cole (Fourth District) is the new Council President.
- The Library will be partnering with UCSD on a project called Library NEXt. Network of Education x (times) Training. A STEAM program called Barcode of Life will also be starting system-wide.
- Open House San Diego is an organization that provides tours of various buildings that are normally not open all the time. They would like to include the Central Library. The tour would be geared toward the construction process, architecture, etc. of the Central Library. This will take place March 25 and March 26, 2017.

**AGENDA ITEMS (Discussion Item)**

- a. Ms. Jones gave an update on the budget. The library has been tasked with a 3 1/2 % budget cut for next year. The mid-year monitoring complete is complete and will be presented at Council next week. Executive Budget Review meetings will be taking place in February. There was an audit request to change the Fire Suppression system in the Rare Book Room costing between \$60,000-100,000. In addition, the boilers have to be replaced at the Central Library creating additional expense.
- b. The library has hired a consultant to assist with developing a staffing model. The consultant has submitted a draft report of staffing recommendations.

- c. The RFID (Radio Frequency Tag) process has started. La Jolla and Kensington were the first two branches.

**COMMISSIONER COMMENT**

None.

**OTHER BUSINESS**

Commissioner Weiss suggested having an upcoming Board of Library Commissioners meeting at a branch location other than Central.

**ADJOURNMENT**

Commissioner Weiss adjourned the meeting at 1:44 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