

# **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, May 3, 2017**

## **ATTENDANCE**

### **Commissioners:**

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

**Absent:** Ann Haddad, Alan Ziegaus

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

**Public:** Joan Reese

## **CALL TO ORDER**

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

## **APPROVAL OF MINUTES**

The March 1, 2017 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 record breaking book sales in both March and April. Book sale volunteers are doing a phenomenal job! Online Amazon book sales in collaboration with the Central Friends chapter continue to go well. The awards event for the 20<sup>th</sup> annual "Writing for Literacy" Student Essay Contest was held last week at the Balboa Park Club. 12 of the 13 finalists/"grand prize winners" read their essays and received certificates, cash prizes and laptop computers, which were provided through a partnership with Computers 2 San Diego Kids, a local non-profit. In addition, 49 semi-finalists received cash prizes and congratulatory letters. A prize of \$500 was awarded to one student for the best overall essay. This award has been provided the past several years by the sons of Jack and Carolyn Winer to honor their parents' memory. The essay contest was the inspiration of Jack Winer, a past president of FSDPL. At the event itself there were some technical difficulties as it was realized as the event was about to start that there was no microphone—and Deputy Director Bob Cronk, who was determined to have the loudest voice, literally saved the day. Eventually the City staff produced the mic, and so it ended well, although quite late.

FSDPL now has its own web domain and a functional email address: [info@friendsofsdpl.org](mailto:info@friendsofsdpl.org). Library advocacy is front and center this month. Friends of the Library are again partnering with the SDPL Foundation and Library Commission for advocacy visits with each city councilmember in advance of the budget hearings; and a Friend who is a resident of each council district participated in the respective meetings (with one exception). Fran Pierce, Friends of the Library volunteer executive director, is now back at home. She was able to attend a volunteer appreciation luncheon with Joan Reese, which had been organized by the staff at Mission Valley Library to which library and Friends volunteers from several libraries (Mission Valley Mission Hills, North Park and University Heights) plus FSDPL book sale volunteers were invited. It was a very nice event.

**LIBRARY FOUNDATION UPDATE: Charlie Goldberg**

The Library Foundation reached out to donors during Library Week and were fortunate to have a donor donate \$25,000 match for that campaign. The Foundation has exceeded that match and will be focusing next on reaching out to donors about meeting the \$1,000,000 match in June. The Carnegie Society Tea will be held on May 17<sup>th</sup>. This event is held for those that made a state gift to the Foundation or named the Foundation in their estates. This year is focused around children's programming and the 135<sup>th</sup> Birthday of the Library, which is on May 19<sup>th</sup>. Invitations were distributed for Celebration Under the Dome event taking place on November 11, 2017. Visits with Council offices have been completed. Commissioners and Friends of the Library were thanked for their participation. Requests were made to return 4% of the general fund to the FY18 budget. The budget hearing for the Library is scheduled for May 8<sup>th</sup> at 9:00 a.m.

**CONSENT AGENDA ITEMS**

**a. Report on Library Construction Projects**

**San Ysidro Branch Library:**

- Review of proposed design and comments incorporated
- 30% design submittal (Week of May 1, 2017)
- Coordination with DoIT underway
- Coordination with Artist underway

Mission Hills–Hillcrest Branch Library:

The 90% construction documents were completed and submitted for city-wide review on April 19. Phase II of the Design/Build contract, construction of the parking garage and library, was funded and authorized by Mayoral Action this month after the execution of the \$10M Donation Distribution Agreement with the San Diego Public Library Foundation on April 12. The IBEW building's hazardous material remediation is complete and its demolition is planned for early May.

San Carlos Branch Library:

Phase II of the Consultant Agreement with domusstudio architecture for the project bridging documents was approved by Mayoral Action on March 6. The project was submitted to the Development Services Department for public project assessment as the next step in completing the schematic plan phase.

Pacific Highlands Ranch Branch Library:

This project will provide for a new 18,000 square library on a graded site located at the intersection of Carmel Valley Road and Village Center Loop Road. The city purchased the land 2014 and is in the process of hiring an architect to design the library. Full funding of the project construction is currently planned for Fiscal Year 2020, which starts in July 2019, depending upon the timing of funding generated from the area's development assessments.

b. Update from the Library Director – Misty Jones

A list of library events for the month of May was provided by Bob Cronk, Deputy Director, Public Services. Some of those events included: *Free Comic Book Day* will be held on May 6<sup>th</sup>, 35 City of San Diego public libraries are participating in the international Free Comic Book Day by giving away a comic book to library patrons; *SD Symphony Performs Disney* will be held on May 9<sup>th</sup> at the Carmel Mountain Ranch Branch Library at 6:00 p.m.; *The Chinese Immigration Experience* will be taking place on May 10<sup>th</sup> at 6:30 p.m. at the Mission Hills Branch Library. *Life Cycle of Bugs* will be held on May 13<sup>th</sup> at 1:00 p.m. at the Otay Mesa–Nestor Branch Library. Commissioners suggested mentioning the various library events to the Council offices when advocating for the library budget.

Misty gave an update on the status of the collaboration between the Library and SDUSD. A meeting is scheduled for this month.

**AGENDA ITEMS (Discussion Item)**

- a. Ms. Jones gave an update on the budget. The Library has received official budget numbers. Funding for programming was removed. 22 FTE positions were removed, fortunately all of the positions are vacant. The RFID project has been implemented and will be completed at the end of July. The library is looking into streamlining processes, such as, increasing the floating collection to help with delivery. The Independent Budget Analyst report was recently released. The library was tasked with a 3 1/2 % reduction of the total budget and it ended with a 2.8% reduction.

- b. The Library previously used Overdrive and cloudLibrary as e-book vendors. The Library now only has cloudLibrary as an e-book vendor.
- c. The Library will be discontinuing exercise programs. The program costs were 27% of the library's total programming funds for the year. The library is currently looking for alternatives for these programs.
- d. The executive summary/staffing report was distributed for discussion at the next Board of Library Commissioners meeting.

#### **COMMISSIONER COMMENT**

Commissioners briefly discussed future visits to branch libraries. A memo was distributed for discussion at the next Board of Library Commissioners meeting. Elizabeth Fitzsimons is the new appointed Board of Library Commissioners member. Her appointment confirmation is upcoming.

#### **OTHER BUSINESS**

None.

#### **ADJOURNMENT**

Commissioner Weiss adjourned the meeting at 1:51 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