

# 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, June 7, 2017

## ATTENDANCE

### Commissioners:

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

**Absent:** Ann Haddad

**Staff:** Misty Jones, Library Director; Nicole Spriggs, Executive Assistant; Raul Gudino, Supervising Management Analyst; Jenny Mehlow, Public Information Specialist, Communications Department; Cynthia Meinhardt, Project Officer II, Engineering and Capital Projects, Public Works Department; Charlie Goldberg, Marketing Director, San Diego Public Library Foundation

**Public:** Joan Reese

## CALL TO ORDER

Meeting was called to order by Commissioner Weiss at 12:36 p.m. in the Sullivan Commission Room.

## APPROVAL OF MINUTES

The May 3, 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 exceeded expectations with another record breaking book sale in June, surpassing the previous month's record. The book sale volunteers continue to do amazing work! Online Amazon book sales in collaboration with the Central Friends chapter continue to go well. FSDPL is in the process of making donations to Matching Funds which will assist with the goal of meeting the million dollar match. The Friends are encouraging their affiliate and associate chapters to do so before the end of the fiscal year as well. The Friends have appreciated the opportunity to partner with the SDPL Foundation and Library Commission on their advocacy efforts with respect to the City budget process, ensuring a uniform message to the mayor and city councilmembers. Following the spring advocacy visits with each councilmember, the Friends were part of a joint presentation at the City Council budget hearing in early May, which resulted in three of the councilmembers including increased library funding in their budget priority memos and the reinstatement of \$100,000 of the \$500,000 program budget in the mayor's revised budget. Unfortunately, the planned presentation at Monday's City Council meeting did not occur due to the hours of public testimony related to the proposed special election related to Soccer City and the convention center expansion. Whether or not this would have impacted the outcome is unclear.

**LIBRARY FOUNDATION UPDATE: Charlie Goldberg**

The Library Foundation is currently working on meeting the \$1,000,000 match. The Foundation is currently around \$107,000 short of meeting the match by the end of the month. They are reaching out to donors and encouraging them to make a gift by June 30<sup>th</sup>. Commissioners and Friends of the Library were thanked for their participation. A schedule of the City budget process was distributed. The Foundation will be sending out a recap to their advocates once the budget is approved. The Library Foundation is trying to become more involved in advocating in Statewide and Federal issues that impact the library. They will be following the lead of what ALA (American Library Association) and CLA (California Library Association) recommends in terms of how to reach out to advocates. Elise Ciez, Community Relations Specialist will be moving on to the Commission for Arts & Culture.

**CONSENT AGENDA ITEMS**

a. Report on Library Construction Projects – Cynthia Meinhardt

San Ysidro Branch Library:

The 30% design submittal has been submitted and is currently being reviewed by City staff, including Facility Maintenance (FM). The Design/Build (D/B) team is anticipating review comments by mid-June to incorporate into the 60% design submittal. Art coordination is in progress with the D/B team and artist; ideal locations for the proposed art have been identified.

Commissioner Katherine Nakamura brought forward concerns about the time it is taking for remediation of the site. She would like an update in a future meeting.

Mission Hills-Hillcrest Branch Library:

The 90% construction document review comments are being collected and incorporated into the final construction documents for the library design and on-site improvements. The IBEW building demolition, permitted on April 13, was completed in mid-May. The off-site improvement construction documents, including Front Street improvements and cul-de-sac, were approved on May 30. Site work is on-going to prepare for the two story underground parking structure.

San Carlos Branch Library:

The Development Services Department Public Project Assessment comments have been received and will be reviewed and incorporated in the project bridging documents. This project is funded through the completion of bridging documents and land purchase.

Pacific Highlands Ranch Branch Library:

This project will provide for a new 18,000 square library on a 1.5 acre graded site located adjacent to Village Center Loop Road in the Village at Pacific Highlands. After an extensive consultant selection process including a Request for Qualifications (RFQ) and shortlisting to compete in the Request for Proposals (RFP), Architects Hanna Gabriel Wells were selected. The consultant agreement with Architects Hanna Gabriel Wells for design and construction services was negotiated and is routing for City Council approval at this time.

b. Update from the Library Director – Misty Jones

A list of library events for the month of June was provided by Bob Cronk, Deputy Director, Public Services. Some of those events included: *Summer Reading Program Launch* This year's Summer Reading Program theme "Reading by Design!" is open to all ages and will run from June 15 through August 15, 2017 at all library locations; *Seed Library* will be taking place on Saturday, June 10, 2:30 p.m. at the Mira Mesa Branch Library; *Kumeyaay-Ipai Culture and Traditions* will take place on Tuesday, June 13, 6:00 p.m. at the Rancho Penasquitos Branch Library; *STEAM Night: Build a Global Village!* will be held on Tuesday, June 20, 6:00 p.m. at the North Park Library.

Misty Jones noted that the Career Online High School graduation held on May 24<sup>th</sup> was a success. The "No Sleeping in the library" rule was discussed. The library is developing a partnership with Cal-Fresh, a County program that allows people in transition to work in various organizations 5-10 days in exchange for vouchers. The Cal-Fresh participants will serve as library restroom attendants. The exercise classes at all branch locations will be discontinued.

**AGENDA ITEMS (Discussion Item)**

- a. Ms. Jones gave an update on the budget. Final FY18 budget modifications were heard at Council on June 5<sup>th</sup>. The library received \$100,000 for Programming.
- b. The library is preparing a fine elimination proposal (materials recovery model). The library's goal is to have as many people as possible use library services. Eliminating past due fines will assist in reaching this goal.

- c. Raul Gudino, Supervising Management Analyst gave a brief presentation on the matching fund revision. The library is going forward with one recommendation to Council for the matching fund revision. There are currently three policies for each fund (materials, equipment, programs). The library is recommending one matching fund policy that would mimic the current materials policy.
- d. Members of the library Task Group will attend the next Board of Library Commissioners meeting to do a presentation on the library staffing report.
- e. Commissioner branch visits will be put on the agenda for discussion at the next Board of Library Commissioners meeting.

**COMMISSIONER COMMENT**

None.

**OTHER BUSINESS**

None.

**ADJOURNMENT**

Commissioner Weiss adjourned the meeting at 2:07 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