

BOARD OF LIBRARY COMMISSIONERS

Members

Abby Weiss, Chair

Elizabeth Fitzsimons • Ann Haddad • Katherine Nakamura • Wendy Urushima-Conn • Sarah White • Alan Ziehaus

MINUTES

BOARD OF LIBRARY COMMISSIONERS

SAN DIEGO PUBLIC LIBRARY

Wednesday, September 6, 2017

ATTENDANCE

Commissioners:

Present: Abby Weiss, Katherine Nakamura, Sarah White, Wendy Urushima-Conn, Elizabeth Fitzsimons, Alan Ziehaus

Absent: Ann Haddad

Staff: Misty Jones, Library Director; Nicole Spriggs, Executive Assistant; Robert Cronk, Deputy Director, Public Services

Public: Ann McDonald, Joan Reese

CALL TO ORDER

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

APPROVAL OF MINUTES

The August 2, 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 monthly book sale continues to do well. The University Heights Friends chapter assisted with the Saturday book sale, and benefited from the proceeds. The next book sale is scheduled for Friday-Sunday, September 15-17. Online book sales in collaboration with the Friends of the Central Library continue to do well. The Friends Annual Meeting will take place on the morning of Saturday, September 9, in the Neil Morgan Auditorium at the Central Library; volunteers nominated by each of the Friends chapters associated with all 36 branch libraries will be honored, and officers and directors will be elected. The Friends volunteer Executive Director, Fran Pierce, has been coming to work in the office for the past two weeks. Fran Pierce help with preparations for the Annual Meeting has been invaluable.

LIBRARY FOUNDATION UPDATE: Wendy Urushima-Conn for Charlie Goldberg

The Library Foundation is currently working on the Celebration under the Dome event scheduled for Saturday, November 11, 2017 from 6:00 pm – 10:00 pm. Invitations will be sent out next week and online registration will be available within the next week. There will be an early bird special prior to October 11, 2017. The Council meetings are being scheduled for the end of October/early November. Charlie Goldberg will give an update once the meetings are all scheduled. The Foundation thanked the Board of Library Commissioners and Friends of the Library for their participation in these upcoming council meetings.

CONSENT AGENDA ITEMS

a. Report on Library Construction Projects

San Ysidro Branch Library:

- We anticipate 90% drawing this month
- They will also be submitting for building permits at the same time
- The artist is presented to the community and received feedback, they will adjust their proposals accordingly
- Good time for ground breaking would be January of 2018

Mission Hills-Hillcrest Branch Library:

Excavation for the two story underground parking structure is ongoing and approximately 90% complete. The final grade was achieved; next steps include removing the earthen truck hauling ramp and excavating the footings and beginning foundation work. The bio retention basin retaining wall construction and sewer lateral installation are also complete.

San Carlos Branch Library:

Domusstudio architecture incorporated the Development Service Department building review comments into the project design and will present the revised plan to the Library Department on September 13. The site remediation consultant, Stantec, working for the project site property owner Tesoro, submitted their site assessment report to the County in July which proposes to continue monitoring the wells through the end of this year. The County wants to see that the data collected shows contaminants stabilizing and/or decreasing. Once the site is approved to go to closure, a closure report will be submitted for public comment, review and county approval. If all goes well, this could occur as early as next summer.

Pacific Highlands Ranch Branch Library:

This project provides 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. The consultant agreement with Architects Hanna Gabriel Wells for design and construction support services is planned to be heard at the Infrastructure Committee in September and will subsequently continue to City Council for final approval.

b. Update from the Library Director – Misty Jones

Deputy Director Robert Cronk distributed a list of library events for the month of September. Some of those events included: *Garden In My Mind Opening Reception* on September 2 from 2:00 p.m. – 5:00 p.m. at Mission Valley Library; *Seed Library @ the Library* on September 9, from 2:30 p.m. – 5:00 p.m. at the Mira Mesa Library; *Sips & Civility: Fighting Fake News* on September 12 from 6:00 p.m. – 8:00 p.m. at the Central Library; *2017 One Book San Diego Kickoff Event With Author Chris Bohjalian* on September 13 from 7:00 p.m. – 9:00 p.m. at the Central Library. *1,000 Books before Kindergarten* will launch on October 2nd. A system-wide program to encourage parents to read 1,000 books to their children before they get to Kindergarten.

Over 8,500 people participated in the Solar Eclipse events system-wide on August 21, 2017. Solar viewing glasses were distributed to participants.

The Library is working with the County of San Diego to provide vaccination clinics for the Hepatitis A outbreak at various library branches. There has been approximately 40 hand washing stations placed in various locations downtown. Hygiene kits are also available at the Library to help combat the Hepatitis A outbreak. Library staff can also be vaccinated. Cal-Fresh has provided some restroom attendants to assist with the cleanliness of restrooms at the Central Library.

The Library will be bringing forward policy recommendations to include; revision of the matching fund policy, eliminating overdue fines and implementing the floating policy. Budget reductions are expected this year.

Bob Surratt, Library Assistant received Employee of the Quarter (fourth quarter of FY17) for the Library Department and Employee of the Year for the City of SD. Only three people are chosen citywide for Employee of the Year. Bob Surratt along with a few other staff members will be recognized for the Real Heroes event on the Midway from Red Cross in October.

Library staff has been meeting with staff from the San Diego Library Foundation to improve communication and get messages more coordinated.

AGENDA ITEMS (Discussion Item)

- a. Commissioners gave updates on branch visits.
 - Commissioner Ziegaus visited Logan Heights Branch Library. Staff was very helpful.
- b. The Library is increasing the floating collection for all of the library branches except Central. Tools have been put in place to ensure the floating collection is done correctly.

- c. The materials recovery document distributed in August to eliminate overdue fines was discussed for any feedback.
- d. The Tactical Plan will be updated with revisions and changes in the near future.
 - The proposal to change the Library Clerk title to Library Assistants was submitted to Personnel. The library will have to go before Civil Service Commission to officially make the change.

COMMISSIONER COMMENT

Commissioner Nakamura suggested increasing outreach for audio books.

Commissioner Ziegaus recommended a book “Before We Were Yours” by Lisa Wingate.

OTHER BUSINESS

The Board of Library Commissioners meeting will be adjourned in October. The meeting in November will be rescheduled to November 15th.

ADJOURNMENT

Commissioner Weiss adjourned the meeting at 1:46 p.m.



MISTY JONES
Library Director
/ns