

BOARD OF LIBRARY COMMISSIONERS

Members

Wendy Urushima-Conn, Chair

Elizabeth Fitzsimons • Katherine Nakamura • Ben Moraga • Sarah White • Elizabeth Hansen

MINUTES

BOARD OF LIBRARY COMMISSIONERS

SAN DIEGO PUBLIC LIBRARY

Wednesday, August 1, 2018

ATTENDANCE

Commissioners:

Present: Wendy Urushima-Conn, Katherine Nakamura, Sarah White, Ben Moraga, Elizabeth Hansen

Absent: Elizabeth Fitzsimons

Staff: Misty Jones, Library Director; Robin Recendez, OCA-Executive Assistant; Charlie Goldberg, Director of Marketing

Public: Ann McDonald

CALL TO ORDER

Meeting was called to order by Commissioner Urushima-Conn at 12:34 p.m. in the Sullivan Commission Room. Their last meeting was June 13, 2018

APPROVAL OF MINUTES

The April 4, 2018 and June 13, 2018 minutes were approved unanimously.

REQUESTS FOR CONTINUANCE

None.

NON-AGENDA PUBLIC COMMENT

None.

REPORT FROM THE FRIENDS OF THE LIBRARY: Ann McDonald on behalf of Joan Reese

The grand reopening of the corporate Friends' monthly book sale occurred on the 3rd weekend in July. They have set a new sales record and are satisfied with the turn out. They also commend their dedicated volunteers for all their hard work in supporting the Friends. The Friends were pleased to be able to provide support for another year with the San Diego Public Library's marching unit in the Pride Parade in July and continue to collaborate with the Library's LGBTQIA Library Services Committee for several years. The first iteration of the new FSDPL website (<https://friendsofsdpl.org>) went live at the end of June and the final version will have an enhanced design. The Friends Board has approved another donation to the SDPL Foundation to support advocacy efforts. They are grateful for the opportunity to collaborate with the Foundation and Commission on library advocacy, which has been quite effective. The Board has also approved a donation to the capital campaign for the new San Ysidro Branch Library. The next monthly meeting of the FSDPL Board and Presidents' Advisory Council will be held on Saturday, August 11, 2018 at the Mission Valley Library. The 40th annual meeting of the Friends of the San Diego Public Library will be held on Saturday, September 8th, in the Neil Morgan Auditorium at the Central Library.

LIBRARY FOUNDATION UPDATE: Charlie Goldberg

The Foundation is looking into building a closer relationship with Friends of the Library to participate on a strategic plan. He thanked the Friends for advocacy efforts. The Foundation is planning for Fall series of meetings with Council and with an Independent Budget Analyst. The Foundation is still actively involved in San Ysidro campaign, in addition to being more active with the Mission Hills/Hillcrest campaign. The Foundation has signed with MG marketing to launch a community campaign with Mission Hills/Hillcrest Library coming up this Fall. October 13th will be the annual Celebration Under the Dome event. The tagged theme is Alchemy, which will focus on transformation and they will be filming stories where people's lives have been changed by the Library. Online ticket sales are now open.

CONSENT AGENDA ITEMS

a. Report on Library Construction Projects

San Ysidro Branch Library:

On track and 30% completed. Expected to be completed by July 2019.

Mission Hills-Hillcrest Branch Library:

Coming along well. Construction will be turning building over to the Library by October 2018 and open by January 2019.

San Carlos Branch Library:

The design is complete and seeking funds. Closing the remediation and giving it a Clean Bill.

Pacific Highlands Ranch Branch Library:

The preliminary Library design was unanimously approved by the Carmel Valley Community Planning Board's Design Review Subcommittee on May 7th and to the full Carmel Valley Community Planning Board on May 24th. The preliminary Library design is being developed into a schematic design.

Tierrasanta Branch Library:

The expansion of an existing community room, additional study rooms and patio will be added. The Library will remain closed for 9 months and construction will begin on August 13th.

b. Update from the Library Director – Misty Jones

Library Deputy Director of Public Services, Bob Cronk, attended the re-opening of Pacific Beach Library. The Pacific Beach Branch Library had a few renovations on their roof along with other cosmetic services. The Library had successful programs in July, one is Comic-Con, which the Central Library is partnered with and is one of the hub locations of events along with the Library and Educators conference. This year is the third year running for Librarians and Teachers to focus on graphic novels and comics as a literacy tool. The Library distributed new comic con themed Library cards, this year was themed as the 20th year of Harry Potter. The Library had a booth at the Comic Con Convention distributing 1,000 Library cards, alongside with the Library shop. The Library Shop had a very successful weekend.

As of July 1st, The City has appointed Robert Vacchi as the new Deputy Chief of Operating Officer for Neighborhood Services. The five areas/departments in the Neighborhood Services Branch include Library, Parks and Recreation, Homeless Coordination, Corporate Partnerships, and Special Events and Filming.

Library Journal is doing a Directors Forum at the Central Library on Dec. 6 & 7. The Library audit for 2015 is completed. Staff Development day is on October 11th at the Hall of Champions, which is the new Comic Con museum at Balboa Park, and we are inviting all Library Commissioners. Festival of Books will announce the One Book San Diego in August. This year's One Book will be the first graphic novel chosen for One Book. We are officially fine free as of July 1st and it has been going well. Programs in the Art gallery for Fiscal Year 2018 had an estimate of 10,000 people that visited the Art Gallery.

AGENDA ITEMS (Discussion Item)

a. 21st Century Library Plan

The Library is in the process to make efforts to update the 21st Century Library plan and seeking the support of the Foundation and Library Commissioners for consultant work. The Library will consider communities that were not initially included in the 21st Century Plan, such as Oak Park, as part of the its overall commitment to getting it updated. Also, the Library is in need most with the assistance on community outreach. Outreach will engage

each individual community by implementing questionnaires, surveys and focus groups. Misty will be looking into other systems and City departments to see what other assessment plans are being applied. Also, the Library will be leaning towards the Library Commissioners to guide the Library in the right direction.

b. Tactical Plan update

The Tactical plan was drafted in 2015 and was last updated in May 2018. Some changes were modified to the initiatives and performance indicators. The Library is looking into getting feedback from the Library Commissioners before the next Tactical Plan is updated and finalized. The following are the initiatives that the Library has currently completed: hiring a full-time training coordinator for professional development training programs; and strengthening internal and external communication. Customer service recognition and incentive program is a City initiative, but the Library's focus group also wanted to see more recognition. As a result, the Library is doing a weekly shout out recognition along with a swag drawing. They are continuing to do Employee of the Quarter and Employee of the Year to recognize and maintain good customer service in the Library. Patron satisfaction is a performance indicator and the Library achieved 92% patron satisfaction for 2018. The Library will be creating their own training videos, maintaining and improving Library facilities. The Tactical Plan Committee will revisit the Technology Refresh plan and will have an update in the next Commission meeting. A quarterly outstanding project reports for ongoing projects on maintenance and facilities will streamline the process soon. We are assessing and reviewing security in all Library locations and expanding the floating Library collection. The Library is also looking into expanding more ICAN Center programming to five library locations within the next year. In addition, the goal is to focus more on literacy and educational programs. The Library is seeking more feedback from community members. A Multiple language support team will be gathered to increase materials from bilingual to multi-lingual. The Library will be adding electric payment in all self-check outs. Librarians are encouraged to do four hours of outreach each month to build more relationships in the community.

COMMISSIONER COMMENT

Katherine Nakamura states she is working on scheduling a meeting to discuss a bridge connecting Florence Elementary to the new Mission Hills/Hillcrest Library.

OTHER BUSINESS

Commissioner Ann Hadded is no longer on the Board of Library Commissioners and Commissioner Urushima-Conn has thanked and acknowledged Ann for her wonderful work. A new Library Commissioner will be appointed. The next Board of Library Commissioners meeting will take place on Wednesday, September 5th, 2018.

ADJOURNMENT

Commissioner Wendy Urushima-Conn adjourned the meeting at 2:01 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