

# **BOARD OF LIBRARY COMMISSIONERS**

## **Members**

**Wendy Urushima-Conn, Chair**

**Marshall Anderson • Elizabeth Fitzsimons • Elizabeth Hansen • Ben Moraga • Katherine Nakamura • Linda Sotelo**

## **MINUTES**

### **BOARD OF LIBRARY COMMISSIONERS**

#### **SAN DIEGO PUBLIC LIBRARY**

**Wednesday, December 5, 2018**

## **ATTENDANCE**

### **Commissioners:**

**Present:** Wendy Urushima-Conn, Elizabeth Fitzsimons, Ben Moraga, Elizabeth Hansen

**Absent:** Marshall Anderson, Katherine Nakamura, Linda Sotelo

**Staff:** Misty Jones, Director – Library; Tricia Nool, Executive Assistant; Deputy Director – Library; Charlie Goldberg, Director of Marketing

**Public:** Jay Hill

## **CALL TO ORDER**

Meeting was called to order by Commissioner Urushima-Conn at 1:06 PM in the Sullivan Commission Room. Their last meeting was November 7, 2018.

## **APPROVAL OF MINUTES**

The November 7, 2018 minutes was approved unanimously.

## **REQUESTS FOR CONTINUANCE**

None

## **NON-AGENDA PUBLIC COMMENT**

None

**REPORT FROM THE FRIENDS OF THE LIBRARY:** None

#### **LIBRARY FOUNDATION UPDATE:**

Jay Hill is leaving the Library Foundation on June 30, 2019. Recruitment will start in early January 2019. Jay is grateful to have worked with everyone and thanked the Commission for working on the Library Master Plan and for their service.

Last meeting, updating the 21<sup>st</sup> Century Library Plan was discussed, the foundation applied for CPPS Funding from 6 of the Council offices for a total of \$25,000. They're finalizing the process and foundation is committed in matching those funds. More details to follow.

Tuesday, January 15<sup>th</sup>, pre-reception is at the US Grant. Foundation is welcoming donations.

#### **CONSENT AGENDA ITEMS**

##### **a. Report on Library Construction Projects**

##### **Mission Hills–Hillcrest/Harley and Bessie Knox Branch Library:**

The final punch list walk-through was performed on November 8, however Facilities Maintenance performed another separate walk-through the week of the 19<sup>th</sup>. The Certificate of Occupancy was issued on November 19 which allows library department to occupy this facility. Confirmed official opening date is on January 26, 2019 at 10:00 AM with ribbon cutting. Gina Bravo is the new Branch Manager, they're hiring more staff for the library.

##### **Pacific Highlands Ranch Branch Library:**

Architectural Engineering and Parks (AEP) staff met with the architect and his cost estimator to request a re-evaluation and reduction of the recently provided 30% design cost estimate. This was followed up by a meeting between AEP, architect and library department to go over potential cost savings and design refinements to obtain the library department's approval. The Americans with Disabilities (ADA) accessibility review was also discussed with city ADA liaison at this meeting.

##### **San Carlos Branch Library:**

The architect continues to work with their sub-consultants incorporating the comments received from the city staff into the bridging documents. Tesoro's site remediation consultant, Stantec, was informed by the County's Department of Environmental Health (DEH) that it is no longer the Local Oversight Agency; the regulatory oversight of this case was transferred to the San Diego Regional Water Quality Control Board (SDRWQ). The consultant, Stantec, will be working with the SDRWQ on the case closure request/response in 2019.

##### **Tierrasanta Library Expansion:**

The contractor continues to work on the improvement of the restrooms, skylight, study rooms, patio room, framing and IT/electrical conduit installation. The contractor is also working on the replacement of the drag beam and glue beam, including but not limited to building components associated with the community room expansion.

**Ocean Beach Library:**

A Feasibility Study was conducted in using the annex space that's being currently used as a storage facility. Ocean beach is a historical building so it can't be torn down but recommendations will be made as to what can possibly be done for an expansion.

**Kensington Library:**

A study was conducted if an expansion (2,000-square-feet) on the current space is feasible but there's a tree that sits above the library and at the park. It's an open space with grass. Will be reaching out to the Council District and the community on the potential expansion.

- b. Update from the Library Director – Misty Jones and Bob Cronk

Misty thanked everyone for being flexible in adjusting their time.

There are 3 new Councilmembers. A briefing was scheduled with Councilmember Campbell. She is a big library advocate and would like to put a lot of focus on mental health.

Misty would like to do an Economic Impact Study which has never been done before on a large scale, only in pieces. Gale Cengage is working with the library on a Patron Engagements System. Details are being ironed out on how to just work with library internally only and not share collected data. Ben Moraga will connect Misty with his analytic team.

The Artist Portrait Project: San Diego Artists 2006-2016 is on December 15, 2018 – March 17, 2019. This is a personal chronicle of 50 San Diego artists who matter to photographer Jennifer G. Spencer and who are a testament to the persistence of the creative spirit. These intimate portraits capture a moment in time in the creative culture of San Diego.

**AGENDA ITEMS (Discussion Item)**

- a. Budget

There will be a 3% budget cut. Misty will meet with the Executive Team then present it to the Commission on what can be eliminated like last year. Budget will likely be bad until 2022. Increases throughout the City as well as the pension commitment is impacting the budget. The last 2 years, staffing, window washing and landscaping were cut.

There currently is an RFP in process for security citywide. The Library Department has included upgraded guards and the potential for 6 libraries (Central, City Heights, Valencia Park/Malcolm X, College-Rolando, Pacific Beach, Mission Valley) to have 24-hour security.

**COMMISSIONER COMMENT**

Friendly reminder, save the date for the State of the City address. Due to the holidays, next meeting date was changed to January 8, Tuesday at 12:30 PM.

**OTHER BUSINESS**

The next Board of Library Commissioners meeting will take place on Tuesday, January 8, 2019.

**ADJOURNMENT**

Commissioner Wendy Urushima-Conn adjourned the meeting at 1:56 PM

A handwritten signature in blue ink, appearing to read 'Misty Jones', with a stylized, cursive script.

MISTY JONES  
Library Director  
/tn