

## **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, September 4, 2019

### **ATTENDANCE**

#### **Commissioners:**

**Present:** Wendy Urushima-Conn, Katherine Nakamura, Elizabeth Hansen, Elizabeth Fitzsimons, Marshall Anderson

**Absent:** Linda Sotelo, Ben Moraga

**Staff:** Misty Jones, Director – Library; Tricia Nool, Executive Assistant – Library; Bob Cronk, Deputy Director – Library; Charlie Goldberg, Director of Marketing – Foundation; Raul Gudino – Library; Ady Huertas – Library; Emily Derry, Library

#### **Public:**

Brian White – PB Town Council, Brian Curry – PB, Rob Hall – PB, Marcela – PB, Ann McDonald, Joan Reese – FSDPL

### **CALL TO ORDER**

Meeting was called to order by Commissioner Urushima-Conn at 12:30 PM in the Sullivan Commission Room. Their last meeting was on July 8, 2019.

### **APPROVAL OF MINUTES**

The July 8, 2019 minutes was approved unanimously.

### **REQUESTS FOR CONTINUANCE**

None

### **NON-AGENDA PUBLIC COMMENT**

None

**REPORT FROM THE FRIENDS OF THE LIBRARY:**

Joan Reese  
President, Friends of the San Diego Public Library

The greater (corporate/umbrella) Friends' monthly book sale continues to do well. The University Heights Friends chapter assisted with the August Saturday book sale and benefited from the proceeds. The next sale will be held in our book sale space on the lower level of the University Heights Branch Library the weekend of September 20-22.

FSDPL took advantage of two opportunities for community engagement this summer. We joined the Library and the Library Shop in staffing adjoining booths—for the first time—at the two-day Pride Festival in July. Library Staff and enthusiastic Friends volunteers from a number of our chapters wore the distinctive purple unicorn T-shirts emblazoned with our FSDPL logo and that of the Foundation. The shirts were quite popular and helped increase our visibility. We also had a stepped-up presence at the recent U-T- sponsored Festival of Books, compared to the past two years. We appreciated being able to take advantage of these opportunities to promote our libraries and Friends' membership and activities, in addition to raising funds through selling a curated selection of used books. We gained new members for several of our affiliate chapters.

Our 41st Annual Meeting will take place on the morning of Saturday, September 14, in the Neil Morgan Auditorium at the Central Library; volunteers nominated by each of the Friends chapters associated with all but one of our libraries will be honored, and officers and directors will be elected. Our featured speaker will be Patrick Stewart, CEO of the Foundation; Library Director Misty Jones and Library Shop Manager Scott Ehrig-Burgess will provide updates. We would love to have Library Commission members attend; you should have received an invitation by email.

**LIBRARY FOUNDATION UPDATE:**

Patrick Stewart  
CEO, SDPL Foundation

Preparing for finishing touches of the annual Under the Dome on October 12, 2019. Opening of the new library at San Ysidro is this Saturday, Sept. 7, 2019.

**CONSENT AGENDA ITEMS**

- a. Report on Library Construction Projects

**Pacific Highlands Ranch Branch Library:**

The architect and design team are currently working towards 90% design. The furniture package was reviewed again in July as well as the sample furniture was delivered to Central library for review. On July 23<sup>rd</sup> meeting the heights of book stacks were discussed and a revision to height and orientation was decided after a 3D visual walk- thru the stacks and building was presented at Architects Hanna Gabriel Wells (HGW) office. Once 90% set is approved by AEP and library team, the drawings will be forwarded to DSD (Development Services Department) for review.

**San Carlos Branch Library:**

The architectural team had completed the bridging documents. Tesoro's site remediation consultant, Stantec, continues to work with San Diego Regional Water Quality Control Board (SDRWQ), and estimates one to two years to obtain SDRWQ approval.

**Tierrasanta Library Expansion:**

Work continue on parking lot stripping, lighting, landscape and other associated components necessary to complete the project.

**San Ysidro:**

Construction has been completed, staff has moved in (Aug. 12th), and the grand opening is scheduled for September 7, 2019.

b. Update from the Library Director

**Budget:** Five-year budget outlook was due in August. Submissions from the Library Department include increase in security to include all branches, a yearly increase in the materials budget to result in a \$1.2 million addition by FY2025 and a refresh of public technology. Also included is the staffing for Pacific Highlands Ranch Library which is slated to open in FY2022.

**Personnel:** We will be closed on October 11 for a Staff Training Day. The Training Coordinator conducted a survey of what type of training staff would like and developed the day around the responses. The training is split into four different tracks—management, youth services, library tools and professional development. We will use the results to develop other training opportunities for staff.

We recently hired a Supervising Librarian for Programs, Partnership and Special Events. Joe Miesner has been with the Library for over 20 years. He was the Branch Manager of City Heights/Weingart and most recently was Head of Access Services. We are excited to have him in this position.

We will be recruiting for a new Program Manager position for Fiscal Administration.

**Programs/Partnerships:** One Book One San Diego announced this year's title as The Great Believers by Rebecca Makkai. The big author event will be September 19 at 7pm at Balboa Theatre. The Library has scheduled over 30 events to coincide with OBOSD.

We are working with the Commission on Gang Prevention & Intervention on a new service for the Library. Ten partners have committed to work collaboratively to offer programs to engage youth and families. **The SPOT** (Supportive Partnerships Operating Together) will be in Room 208 and will serve as hub for these partners but send out programs and resources to other libraries as needed. Partners include Youth Voice, Youth Empowerment, Mothers With A Message, Project Aware, Paving Great Futures, NCRC (National Conflict Resolution Center), Hidden Treasures Book Club, Community Wraparound, UPAC ACE (Union of Pan Asian Communities), Restoring Citizens

**Projects:**

**Mid-City IDEA Lab-** This is still moving forward. A revised donative agreement was sent to Price Charities for review and we hope to be able to get approval this Fall with design starting early next year.

**Library Master Plan-** We met with the SD Library Foundation consultants, Group 4, to discuss a pre-plan. The consultants also met with several stakeholders. The plan is to continue working with them throughout the year on assessing current libraries and determining needs. The consultants would like to meet with the Board in December.

**Security**

The new security contract is going well. There are now 5 armed guards at Central. This decision was made in order to provide better trained and more experienced coverage at Central. We will continue to assess the guards as well as the needs of the branches.

After the recent incident at Central, we will be making some physical changes such as adding extra barriers around the atrium and the 9<sup>th</sup> floor. We are also reviewing the code of Conduct for needed amendments.

**Other:**

September is Library Card Sign-Up Month.

The Library recently changed our ILS (Integrated Library System). This is a huge undertaking as we have been with the same vendor for over 15 years.

San Ysidro Branch Library opens this Saturday at 10am.

**AGENDA ITEMS**

a. Park Curfew for the PB Library Park – Brian White

Action: Motion by Marshall Anderson, Library commissioner that the Library Commission recommends a curfew of 10:00 PM – 5:00 AM for the Pacific Beach Library and surrounding park space.

Vote: Wendy Urushima-Conn - yea, Katherine Nakamura - yea, Elizabeth Hansen - yea, Elizabeth Fitzsimons - yea, Marshall Anderson - yea

b. Library Donations Matching Fund – Raul Gudiño

Existing monies currently in the four legacy matching funds will be transferred into the Library Donations Matching fund in July 2018. All donations received or transferred will be deposited into the new Library Donations Matching fund starting in FY19 and will be matched up to \$1.0M (or amount approved in the budget).

c. Summer Reading Overall – Emily Derry

To advance literacy and academic performance during the summer months.

To enhance lifelong learning and provide meaningful, enjoyable experiences to everyone in the community.

To encourage families to read together to create a culture of literacy.

d. Special Focus on the Diamond District Concentration – Ady Huertas

The Campaign for Grade Level Reading (CGLR) is a collaborative effort to ensure that more children in low-income families succeed in school and graduate prepared for college, a career, and active citizenship. CGLR focuses on an important predictor of school success and high school graduation—grade-level reading by the end of third grade.

**COMMISSIONER COMMENT**

**OTHER BUSINESS**

The next Board of Library Commissioners meeting will take place on October 2, 2019 at 12:30 PM.

**ADJOURNMENT**

Commissioner Wendy Urushima-Conn adjourned the meeting at 1:58 PM.



MISTY JONES  
Library Director

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