

BOARD OF LIBRARY COMMISSIONERS

Members

Wendy Urushima-Conn, Chair

Marshall Anderson • Elizabeth Fitzsimons • Elizabeth Hansen • Cindy Marten • Ben Moraga • Linda Sotelo

MINUTES

BOARD OF LIBRARY COMMISSIONERS

SAN DIEGO PUBLIC LIBRARY

Wednesday, February 3, 2021

ATTENDANCE

Commissioners:

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

Absent: Cindy Marten, Marshall Anderson

Staff: Misty Jones, Director – Library, Raul Gudiño, Interim Deputy Director – Library; Bob Cronk, Deputy Director – Library; Tricia Nool, Executive Assistant – Library; William Curtis, Program Manager – Library; Charlie Goldberg, Director of Marketing – SDPLF

Public:

Joan Reese, Ann McDonald – FSDPL; Patrick Stewart, CEO – SDPLF

CALL TO ORDER

Meeting was called to order by Commissioner Urushima-Conn at 12:32 pm via Zoom. Their last meeting was on January 6, 2021.

APPROVAL OF MINUTES

The January 6, 2021 minutes was approved unanimously.

REQUESTS FOR CONTINUANCE

None

NON-AGENDA PUBLIC COMMENT

REPORT FROM THE FRIENDS OF THE LIBRARY:

Joan Reese
President, Friends of the San Diego Public Library

Online book sales continue to bring in some income while all in-person book sales and used bookstores operated by Friends groups have been on hold for close to a year. We are looking forward to being able to resume at least limited volunteer activities, including possibly outdoor book sales when the public health situation improves.

FSDPL will again offer John McAllister Memorial Library Scholarships for Library staff members who are enrolled in degree or certificate programs. The official announcement will be made later this month.

The FSDPL Board continues to meet virtually. The combined meeting of the President's Advisory Council with the Board will take place on Saturday, February 13 and will include a presentation on the Library Master Plan for our board and chapter leaders, marking the beginning of the community engagement process.

Planning is underway for the FSDPL Annual Meeting, which was postponed from the traditional September date. The virtual meeting on Saturday, March 13, will include election of board members. Library Director Misty Jones will be the featured speaker, and Patrick Stewart, Foundation CEO, and Scott Ehrig-Burgess, Library Shop Manager, have been invited to provide updates.

LIBRARY FOUNDATION UPDATE:

Patrick Stewart, CEO – SDPLF

Masterplan – We are at that point where we are getting the community engagement phase. We've completed the Phase 0 planning plan phase. In July, we got started with the new phase which is the Phase 1 of the Masterplan. That pulled together a series of stakeholders from the office of Planning, Misty's office, Foundation office, Friends and our consultants (Presidio). In the last 6 months, it's been a lot of data collection. Demographic mapping, usage mapping, analyzing mapping, distribution of library staff survey which had a 300+ respondents. Charlie has built a page on our website. Here is link to where the community survey will live: <https://supportmylibrary.org/master-plan/>. What we're starting now is the community engagement and community outreach phase. There will be 2 phases. Launching with the conversation with the Friends later on this month through April 17 will be the community survey phase, and our goal is to ensure that everyone that wants to provide input through this community survey phase will have the opportunity to do so. Misty and I are starting to meet with Town Council groups, Community groups, Neighborhood groups and we are looking to everyone to assist in being able to tell their networks that this community survey is going to be available. We're going to be presenting the survey in 6 languages aside from English. We're going to be presenting it physically to branches that are open as well as digitally. We're going to set it up on our site once we launch the survey. Some of the key stakeholders are the Library and the City, Friends, Planning Commission, Networks that we have in the Foundation.

After the community survey phase will be a series of focus groups that will be done by University of San Diego's non-profit institute. We are looking at 10-15 focus groups. The focus groups are going to be a great opportunity for them to dig a little deeper into the way the libraries are being used. At the end of all if this, again, part of our conversations and presentations are not only to you but to the City Council, committees and other key stakeholders. When this process is done, we really need you to be able to make the recommendation to the City to adopt the Masterplan and we're excited about what we're going to find and we're excited about the way it's going to inform library development and the future of the City of San Diego.

CONSENT AGENDA ITEMS

a. Report on Library Construction Projects

Pacific Highlands Ranch Branch Library

In the month of January, the project has started the advertising and bidding phase. The project has been posted for advertisement on January 7, 2021, and an Addendum 1 has been posted on January 22. The design team is working on bid addendums and responding to RFIs. Bid opening is expected in the month of February.

b. Update from the Library Director

Ocean Beach – it's still moving along the in-house design. We do need to identify some additional funding to finish that design next fiscal year. We have a meeting tomorrow, it's the CIP Advisory Committee. I'm putting a pitch in for us to reallocate some money to finish the design.

City Heights Annex – We've working with Jonathan Glus and the consultant to do a business plan to present to Price Charities. Initially, it was supposed to be done end of January, but Price came back and said we'll give you some extra time to make sure this is done right. The consultant has done an amazing job in engaging community members and different organizations. We're also working on the black box theater having a theater group or non-profit or someone come in and run that. We should have a finished business plan by March – April timeframe. We'll share what that looks like with you all.

Reopening - Purple Tier – We have gotten out of the stay-at-home order. We only changed the capacity from 25% to 20%. We've decided to stay with that for a couple of weeks to make sure that we're not going to slide back down into another stay-at-home before we start bumping it up a little bit. We're going to play it by ear and hope that we stick and increase the capacity a little bit. We're still not going to add too much in the way of services other than maybe opening up some browsing for people. We're trying not to fill any vacancies that we don't have to because of potential budget cuts. We want to see what the vacancy savings will do for us and how it might help us not have to cut as much in the next Fiscal Year. We have a Managers meeting tomorrow, we're going to open up the discussion about the Friends and what we can do to start letting the Friends come back in the building and for the Friends to start accepting donations.

Library NExT – We are meeting with Ed Abeyta (UCSD) next week. We always had this anticipation that this program can be replicated nationally so we're going to start to plan on how we can do that. It's such a valuable program that can be replicated in so many different

ways with different communities and capacity of different library systems and so we're looking at that using San Diego as platform and growing this program and helping other libraries to participate.

Cindy Marten – we're likely going to lose her. I have not heard about a replacement for her when she moves on to her new role but I'm sure they'll try to get her replaced as soon as possible. I'm really hoping that it'll will be someone in the school system. Just having her on the board has done so much for the partnership that we have with the school system because it's just opened up so many different partnering opportunities and I want to continue that momentum.

We started a Diversity and Equity Committee internally in the library. They had a meeting last week and they have some big plans. They've identified 2 priorities that they want to start working on. One of them is our policies and making sure we eliminate policies that create barriers to some people. The second is the internal work culture. Equity is our big push for this year. It's really one of the focus areas that we have and that is creating equitable services, programs and collections. There's a lot that we need to do.

AGENDA ITEMS

a. Budget – 12% budget cut. There was a news article said that they were looking at an 8% cut for libraries and parks. haven't gotten any information that says that we can reduce it to 8%, so we still did the 12% exercise. In order to get to that number, we had to propose cutting Sundays and Mondays at all locations and reduce Central's hours about 5 hours a week to align with the branches. We were able to maintain the Homework program. Our budget review is next week. We get 60 minutes this year. They want an overview of our department; they want our historical cuts and I think that is really good for us.

b. Masterplan Update – reported by Patrick Stewart

COMMISSIONER COMMENT

All of our best wishes and congratulations to Cindy Marten. We are lucky to have her in the community as long as we did, with her history coming up as a teacher and then in administration and even her short duration in the commission we really appreciate.

Congratulations to Elizabeth Hansen for her promotion as President (Southwest Strategies).

Linda Sotelo asked Misty about grant opportunities for institutions that need to adapt for the Covid needs. Misty responded that we received a couple of small ones for PPE but we are constantly looking for things. We are fortunate that the City received a lot of CARES funding. Initially, a lot of our cost were recovered through that, but that funding ran out at the end of December. The City is hoping to get some more stimulus money to offset some of that. The Advocacy Committee for the California Library Association asked the State for \$250 million for libraries in the state to help offset a lot of those costs and expenses and adjustments that we have to do because of Covid and we're waiting to hear back. There is also a request at the federal level for funds related to Library infrastructure. Linda will look into NEH and will circle back.

OTHER BUSINESS

The next Board of Library Commissioners meeting will take place on March 3, 2021 at 12:30 PM via Zoom.

ADJOURNMENT

Commissioner Wendy Urushima-Conn adjourned the meeting at 1:19 PM.



Misty Jones
Director, Library Department

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