

# 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, March 3, 2021

### ATTENDANCE

#### Commissioners:

**Present:** Wendy Urushima-Conn, Elizabeth Fitzsimons, Ben Moraga, Linda Sotelo, Elizabeth Hansen, Cindy Marten, Marshall Anderson

#### Absent:

**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; Adrienne Peterson – Library

#### 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 February 3, 2021.

### APPROVAL OF MINUTES

The February 3, 2021 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

It has been more than a year since the Friends of the San Diego Public Library's (FSDPL) last monthly weekend book sale. Online book sales continue to bring in some income for FSDPL and several of our chapters. Volunteers are now engaged in limited activities at some of the libraries, which has involved coordination with staff.

Monthly meetings of the FSDPL Board and of the larger group of Friends' chapter leaders continue virtually. The highlight of February combined meeting of the President's Advisory Council with the Board was a well-received presentation on the Library Master Plan provided by Patrick Stewart. This occurred several days before the community survey went "live."

The FSDPL 42nd Annual Meeting—and our very first virtual annual meeting—will be held on Saturday, March 13. We are looking forward to having Library Director Misty Jones as the featured speaker. Patrick Stewart, Foundation CEO, and Scott Ehrig-Burgess, Library Shop Manager, will also provide updates. The meeting will include election of several new board members; the slate of nominees includes two recent graduates of the San Diego Regional Chamber of Commerce's LEAD program; I want to thank Commissioner Elizabeth Fitzsimons for her help in providing information to LEAD alumni about opportunities to support our libraries through service on the FSDPL Board.

**LIBRARY FOUNDATION UPDATE:**

Patrick Stewart, CEO – SDPLF

Masterplan – Thank you, Joan for allowing us the opportunity to present to the membership on middle of February. We reopened the community survey which is the first of the 3-part of the community engagement phases of the community survey open now through April 17<sup>th</sup>. There will be a series of focus groups that we're coordinating with our friends at the non-profit institute of University of San Diego. We'll probably hold 10-15 smaller focus groups that will allow us to dig a little deeper into some understanding based on the responses that we've gotten from the survey in addition to being able to target communities that may have been more difficult to target for various reasons during the community survey phase. The 3<sup>rd</sup> part which will involve the commission is the public feedback phase at which point we will be able to share the draft of this phase I of the completed Library Masterplan. We've been making the rounds. Misty and I have met with several Town Councils, Planning Groups, Friends Groups. We were advised we would have roughly around 2,500 respondents for the survey. We are 2 weeks into it and we have over 4,000 responses to the survey and this week also kicks off slightly more targeted media and outreach plan designed to reach communities that may not be responding to the digital invite to the survey.

You will be receiving a template email that you can share with your networks, your colleagues and social media.

The Foundation has continued to realize a considerable amount of donations coming in in

support to the library to reopen. Our philanthropic community are asking how can we help and people understand that they are unknowns coming ahead, if anything the last year taught is, the best laid plans go awry and they have the full faith and confidence in the library leadership to face that head on and wanted to ensure that the Foundation has the necessary resources to support the library in whatever it needs.

## **CONSENT AGENDA ITEMS**

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

#### **The Pacific Highlands Ranch Branch Library**

In February, the project continues in the advertising and bidding phase. The project has been posted for advertisement on January 7, 2021, and an Addendum 2 has been posted beginning of February to extend bid opening to the month of March. The design team is preparing for an Addendum 3 and responding to RFIs. City project management team has met with construction management team on February 22 to prepare for construction phase.

#### **The Scripps Miramar Ranch Library Parking Lot Expansion**

In February, the project is in 100% Design Phase, that entails City Plan Check and Constructability Reviews. The design consultant is working on obtaining the required permits approvals and finalizing the construction documents.

### **b. Update from the Library Director**

SD Access 4 All has been moving along. We have 900 Hotspots that are going to be purchased to be lent to patrons of the libraries, hopefully we can get them processed and available by 1<sup>st</sup> week of April. We are also embarking on a digital navigation project. Salt Lake City libraries have been doing this and they have staff that serve as digital navigators. Their touch point for the community can call and that person will walk them through what kind of options are for connectivity, point them in the right direction, connect them with information and resources. We will be training some staff to take on the role and also partnering with several community organizations to also lead that effort.

Dr. Seuss Titles – We had a lot of media inquiries yesterday about the 6 titles that Dr. Seuss Enterprise has decided not to publish any longer wanting to know what our response is to that. All media inquiries will be referred to Dr. Seuss Enterprises. In an email that they sent to their partners, they advocated not only for not publishing them any further but destroying current copies of the titles. I asked them to engage library in a conversation as to how we can work together and how we should be treating these titles moving forward. There is a concern that our copies will end up on eBay, as many of these books already have. It was decided that we would make them reference for now. We still want patrons to have access, and they can come into the libraries that have copies and see them in the building.

Performance Annex – Misty shared the preliminary report to the Commissioners. The final report is due to Price Charities on March 31<sup>st</sup> and will share a copy of that final report.

## AGENDA ITEMS

- a. Budget Update – it has been an interesting budget season for us. We’re tasked with the 12% budget cut. I had the opportunity to speak with the Chief Financial Officer and the Deputy Chief Operating Officer about ways that we can potentially mitigate closures. The initial proposal reduces Central hours by 5 to align with other branches, eliminates Sundays and Mondays at all locations and that really is the elimination of hourly positions. Our hourly positions have always been a constant hiring process, it’s always been a difficult scheduling predicament for us and I have been trying for a few years to slowly convert those hourly positions into benefitted positions but it’s difficult because it takes about 4-5 hourly positions to make 1 half-time benefitted. So, you don’t get a lot to trade in to get a little. I was able to put forth a proposal for targeted additions to lessen the impact of any reduction in hours. This includes an increase in materials, program and training budgets. Misty shared a spreadsheet of her proposal to the commissioners.
- b. College-Rolando Parking – has 16 parking spaces that are dedicated to the library. We had a shared parking agreement with the church that was next to it. When the church sold, they gave the City the first right of refusal to purchase that property, the City is not in a position to purchase the land, so a developer bought it. Initially, the developer was to build a hotel and we went through a 6-month long process and came out with a joint-use parking agreement for them to lease 25 parking spaces for the library. The developer is going back to Planning Commission to ask for an initiation process to rezone it to high-density housing. The community is concerned as well as the Friends that a high-density housing development will mean that residents will use those parking spaces due to lack of parking in the development. I already asked the developer if there was a potential to purchase the spaces that were right at the property line (12-13 spaces) and dedicate them to the library. He’s not receptive to selling the spots. However, they are receptive to working with us on continuing the joint-use agreement and to potentially put signage that designated the spaces as library or limits the time. They’re also doing some retail parking, so they feel like we’ll have more potential access to parking. There’s not a lot (legally) that we can do but hope that the developer cooperates with us which he said that he will.
- c. How-To Festival (Adrienne Peterson) – Adrienne presented to the Commissioners. The How-To Festival (H2F) is an interactive community educational event with something for everyone and for all ages. This year’s event is presented virtually with a curated collection of how-to videos created by library staff.

## COMMISSIONER COMMENT

Cindy Marten on H2F – This is beautiful, absolutely phenomenal. I didn’t know about the program so I will definitely be promoting it with our schools but as a commissioner, I just think that this shows what the library is able to do and the way you pivoted and created opportunity and access to something meaningful and engaging to the community is exactly the mission of a public library so I couldn’t be happier. Taking it to a video format is fabulous, I’ll be sharing it with our team, as well as the teachers that are teaching writing in that specific genre of how-to. I think it will go nicely with that and I don’t know of any interface that you might have at the local schools but just know that it’s a key curriculum for us.

**OTHER BUSINESS**

The next Board of Library Commissioners meeting will take place on April 7, 2021 at 12:30 PM via Zoom.

**ADJOURNMENT**

Commissioner Wendy Urushima-Conn adjourned the meeting at 1:29 PM.



Misty Jones  
Director, Library Department

/tn