



# BOARD OF LIBRARY COMMISSIONERS

## Meeting Minutes

WEDNESDAY, June 14, 2023

Mary Hollis Clark Conference Center, 12:30 PM

San Diego Central Library @ Joan A Irwin Jacobs Common

330 Park Blvd., San Diego, CA 92101

### Attendance

#### Commissioners:

Present: Wendy Urushima-Conn, Sarah Moga-Aleman, Dr. Wendy Ranck-Buhr, Linda Sotelo

Absent: Shawna Hook-Held, Ben Moraga, Pat Bevelyn

Staff: Misty Jones – Director, Jennifer Jenkins - Deputy Director, Raul Gudiño - Deputy Director, Bob Cronk – Deputy Director, Oscar Gittemeier - Program Manager, Curtis Williams – Program Manager, Ady Huertas – Program Manager, Tricia Nool - Executive Assistant

Library Foundation: Patrick Stewart, CEO, Charlie Goldberg, Steve Hermes

Friends of the Library: Ann McDonald, President, Joan Reese, Jan Hintzman, Pat Wilson

Presenters: Jill Eyres and David Schnee, Group 4 Architecture, Research + Planning, Inc.

#### Item 1: Call to Order

Meeting was called to order by Commissioner Urushima-Conn at 12:33 pm. Their last meeting was on May 10, 2023.

#### Item 2: Approval of Minutes

The May 10, 2023 minutes was approved unanimously

#### Item 3: Requests for Continuance

#### Item 4: Non-Agenda Public Comment

#### Item 5: Friends of the Library Report

Ann McDonald, President, Friends of the San Diego Public Library

Last Saturday the FSDPL held its Annual Meeting at the Shiley Suite in the Central Library. It

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was our first in-person Annual Meeting since 2019. New officers and directors were elected and beginning in July, Pat Wilson will be the new President of the FSDPL. The meeting featured Deanna Mackey, KPBS General Manager as Keynote Speaker. Updates from Misty Jones, Director of SDPL, Steve Hermes, Board President of Library Foundation SD, and Scott Ehrig-Burgess, Manager of the Library Shop. Volunteers from all 36 branch libraries were honored and special recognition was given to Fran Pierce, long-time Executive Director, who had served variously as Secretary and Membership Chair before assuming the mantle of Executive Director, where she served for decades.

Our May sales went well - both our online and in-person sales. Donations have been steady and we are continuing to process the large donations we have received in recent months. We are gearing up for the North Park Book Fair on June 24, which will be a major event for us. Our regular third weekend of the month sale will be this weekend, June 17 and 18.

We advocated for additions to the Mayor's Proposed Budget by writing and calling on City Council members as well as attending the Monday, June 12, City Council meeting where final changes to the budget were made.

We are working to help encourage donations from our chapters and the general public to the Matching Fund which has as its goal \$1,200,000.00 this year. We are also encouraging donations for the legal fees for the Libraries and Parks for All lawsuit.

We continue to offer John McAllister Memorial Scholarships to library staff for pursuing their library education goals.

It has been my pleasure to serve as President of the FSDPL and to report monthly to this body. In the future you will be hearing from Pat Wilson, our new President.

**Item 6: Library Foundation Report**

Patrick Stewart, CEO

Patrick introduced Jill Eyres and David Schnee, Group 4 Architecture, Research + Planning, Inc. for the Library Master Plan presentation. Their first presentation was in December 2019.

**Item 7: Report on Library Construction Projects – Raul Gudino**

**The Pacific Highlands Ranch Branch Library:**

The new library building's construction is ongoing, and the bi-weekly progress meetings are being held on time. The main building's exterior walls are closed, and its roofing system is being installed, its interior mechanical HVAC ductwork system is being installed too. The site was cleaned and graded. Project's site visits are being scheduled upon requests, they need to be coordinated with the General Contractor, through the Resident CM and the PM Engineers team.

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

The contract lowest most responsive bidder was identified, it came at approx. \$7.1 million, that was significantly over the City's estimated and available budget. The needed funds were identified, and the City PM team with analysts, are working on getting the funds to the project, to award the contract.

**Ocean Beach Branch Library:**

AEP's design section is updating the documents per Development Services Department (DSD) comments for the Coastal Development Permit and CEQA Mitigated Negative Declaration (MND) process. We are also in the process of hiring a Geotechnical consultant to address the comments to help DSD with the environmental determination. The design section plans on submitting the revised documents to DSD before August. These processes are ongoing and will be done by Winter 2024. The design team is continuing to update necessary documents with the coordination of multiple design disciplines to finalize the bridging documents. The bridging documents are scheduled to be completed in Winter 2024. Awarding design-build contractor and consultant process will begin Winter 2024.

**Item 8: Library Director Report – Misty Jones**

**Hiring-** We recently made selections for the Branch Manager for Carmel Valley and Scripps Ranch and will soon be making selections for Mira Mesa and Serra Mesa/Kearny Mesa. We have started recruitment for Librarian I/II and will be holding processes for Library Assistant III and Librarian III soon. We are very optimistic that the scheduled pay increases will improve recruitment and retention and we will not need to do as many hiring processes in the future.

**Security-** As you are aware, we had a shooting in the Central Library courtyard that resulted in the death of a young man. I want to stress that this shooting did not have anything to do with the Central Library other than, unfortunately, being the place that it happened. We are looking at security measures and will be conducting active shooter training for all library locations. We are also looking into the potential of metal detectors but there are some logistical issues we need to work through first so that we do not create barriers for access to the library.

**Budget-** The final budget was approved on June 12. The Library received \$250k for library materials but did not receive the addition of eight Youth Service Librarians or the \$500k in maintenance that advocates requested. There were many competing priorities this year and difficult decisions. We will continue to work on a plan to ensure the eight libraries that do not have a full-time YSL can provide the level of service needed for their community and will put forward the request at a later date.

**Other-** The City has been looking for potential locations for the safe parking program and we have identified the Valencia Park/Malcolm X Library as a site. There are currently already several people that are parking here overnight and being part of the official list will provide access to services, security, a handwash station and portable restroom.

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Two grants in the amount of \$10 million each were submitted for the California State Library's Building Forward program. These grants are for Oak Park and San Carlos. Awards will be announced in September.

**Item 9: Agenda Items**

- a. Library Master Plan - Jill Eyres and David Schnee, Group 4 Architecture, Research + Planning, Inc.

**Item 10: Commissioner Comment**

Question and answer portion. The whole presentation can be viewed here:

<https://bit.ly/3NFdwIq>

**Item 11: Other Business**

The July 5, 2023, meeting is adjourned. Next meeting is on August 2, 2023, at the Sullivan Commission Room, 9<sup>th</sup> Floor.

**Item 12: Adjournment**

Commissioner Wendy Urushima-Conn adjourned the meeting at 1:48 PM