



BOARD OF LIBRARY COMMISSIONERS

Meeting Minutes

WEDNESDAY, November 6, 2024

12:30 PM

330 Park Blvd. Central Library, Mary Hollis Clark, Ground Floor

Attendance

Commissioners:

Present: Sarah Moga-Aleman, Dr. Wendy Ranck-Buhr, Phyllis Pfeiffer, Sam Yoeth, Linda Sotelo, Mark Tran, Sitara Sethi

Absent: Pat Bevelyn, Scott Walter

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

Library Foundation: Patrick Stewart

Friends of the Library: Pat Wilson

e3 CivicHigh: Brett Taylor

Presenters: Jackie Macias, Library Staff

Item 1: Call to Order

Meeting was called to order by Commissioner Moga-Aleman at 12:31 pm. Their last meeting was on October 2, 2024.

Item 2: Approval of Minutes

The October 2, 2024, minutes was approved unanimously

Item 3: Requests for Continuance

Item 4: Non-Agenda Public Comment

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Item 5: Friends of the Library Report – Pat Wilson, President

Been working hard, getting friends group going at Pacific highlands Ranch which open on Saturday. Also on Saturday, but in the afternoon is the 60th anniversary of the Paradise Hills branch.

Item 6: Library Foundation Report – Patrick Stewart, CEO

Quick update as some foundation activity, we were happy to participate in the national Freedom to Read Rally. Misty asked the Foundation to support this national effort on October 19th. Library systems across the country came together and created different opportunities and exciting engagement activities for the community to recognize that we have the right to read and that we should not be banning books. And so the Foundation worked with Jennifer Jenkins and Ady Huertas and the rest of the library staff to create a really great opportunity to bring community together at City Heights. We had speakers and we had activities and postcards, which most of you are familiar with postcards that went to our elected officials. Speaking of postcards, the Foundation is working on some new advocacy strategies for this year, next year and some of that will depend on what happens with measure E. So, strategy A or strategy B, please include Library investments or please don't cut the library going forward. So, you all will be a part of that. We will include you and all partners in our advocacy efforts. As the budget for next year becomes a little clearer, we'll start talking to you a little bit more about our advocacy strategy. We are excited to be moving forward with the old Mission Hills branch. As many of you know, the library has made the old Mission Hills branch available to the Foundation, particularly the Library Shop. This will be a neighborhood bookstore and author event space. Mission Hills doesn't have one, has never had one. People seem really, really excited about that, and it looks like we are on track to do a soft opening starting on March 1st.

We're beginning our year-end fundraising. Right now, my request to you all is if you don't already follow social media channels or if you don't already follow the Library Foundation, please do. There's lots of great opportunities to share with your networks. Share the stuff we're putting out there with friends and family and make sure that they know that you're supporting the library. It's all about shares and engagement. So, if you can give us a hand with that, thank you. We named the gallery on the 9th floor at the Judith Harris Gallery. Judith Harris was a Board member, Board chair for the Library Foundation during the fundraising phase for this building. Very influential in connecting politicians and fundraisers and philanthropists and whatnot to ensure that this building was built. Next week we're hosting a small private reception for Judith's family to sort of just raise a toast. Looking forward to seeing every one of you at the opening of the Pacific Highlands Ranch Library this weekend, and another way that you can support your library is to shop at the Library shop. All of the money that's brought in from the shop goes back to support the Library. It's a great way to support your library this holiday season.

Item 7: e3CivicHigh Update Report - Brett Taylor, CEO

e3 Civic High is developing a new independent study program in partnership with the San Diego Public Library system.

In conjunction with e3 Civic High’s mission “to engage, educate, and empower our learning community to be caring, passionate, lifelong learners and civic leaders prepared for college, workforce, and life,” the independent study program seeks to connect students to library and community resources to become true independent, lifelong learners.

The development of this program is taking a design thinking approach in working with parents, students, and library partners to investigate possible instructional models and strategies, community connections, and student outcomes.

Over the course of the next few months, e3 Civic High will hold co-design meetings at identified branch libraries. These meetings will drive the design and implementation of the new program. Interested students will enroll at the new 2025 semester to prototype the new program at libraries with the largest student interest. This semester-long prototype will consistently work with students to collect data and make adjustments based on student needs.

A larger program will launch in the 2025-2026 school year based on design shifts from the prototype.

Item 8: Report on Library Construction Projects

The Pacific Highlands Ranch Branch Library:

The new building construction is complete, and the library department moved in on 9/9/2024. The general contractor is finishing minor corrections and added work, and their contract closing documents are being submitted to the City to start the Notice of Completion process. The new library will open to the public on 11/9/2024, and the City is planning a ribbon-cutting event with the Mayor’s office, City upper management staff and the community planning board.

The Scripps Miramar Ranch Library Parking Lot Expansion:

The library new south side parking “Phase I” construction was opened to the public use, the west side parking “Phase II” construction work is pending on the general contractor to address the City DSD plan check review comments on the canyon side retaining walls differed submittal. The submittals for the steel drainage pipes and partial minor retaining walls were reviewed and returned to the general contractor to order and install. The north Scripps Lake Dr. Traffic signals poles designed locations and types required revisions due to encountered large slabs of rocks, SDG&E conduits, and SD County Water Authority large diameter pipes. The project team has been coordinating with the San Diego County Water Authority to obtain a Joint Use Agreement for the permanent structures that are designed to be installed inside the County’s easement.

Inside the library west side parking lot, there is another City CIP project B20015 “Miramar Valve Replacement”, that is in construction, under an as-needed City contract task, its scope is

replacing the old valve and building a new vault for the new valve to access and maintain. The library parking expansion team is coordinating with this project's team. This project is projected to be completed in early 2025.

San Carlos Library:

City staff (E&CP and Library) and the Architect, Domusstudio Architecture, finalized the contract compliance requirements for the bid package. The project is currently in the Request for Proposal, RFP stage and is projected to be completed in the Summer of 2025, including selecting a Design-Builder for the project.

Ocean Beach Branch Library:

EC&P Staff is meeting with DSD staff the first week of November to finalize comments for the Coastal Development Permit and MND reviews. After this meeting, all comments will be signed off and anticipate receiving environmental determination and permits before end of year.

As mentioned previously, the NEPA process must be completed for the grant funding allocation. The Design team also must ensure two City Policies are incorporated into the project:

1. Ensuring Project Labor Agreement (PLA) is part of the Design/Builder requirements and
2. A Power Purchase Agreement (PPA) will be utilized using the Sustainability Department's consultant to design and install a Photovoltaic System, Battery backup system and Electric Charging system.

We anticipate having the bridging documents completed early fall for the contract processing to start soon afterwards. Based on this, we expect the RFQ to be out beginning of the calendar year and move forward with the procurement process to award the Design-Builder by Summer of '25.

Oak Park Library:

The most qualified Design-Build concept was identified through a Community Based Competitive Design competition with the submission by Barnhart Reese Construction in partnership with RNT Architects being the successful proposal. The approval of the D-B contract and award of the first phase (the design phase) was approved by City Council on October 29th, 2024. The next step will be to start the design effort with an anticipated Kicki-Off Meeting between the contractor's team, project stakeholders and City Staff in December 2024. Additional funding is necessary to award subsequent phases (the construction phases) which is anticipated in the Fall of 2025.

Old Logan Heights Library:

The building rehabilitation design was completed and approved with the DSD permit pending. The PM team has initiated negotiations with JOC contractor. The JOC contractor has conducted site visits and has received responses to all submitted RFIs with a proposal anticipated in Nov. 2024. The project is currently funded based on the final design estimate which will be verified once the JOC contractor proposal is received and reviewed. Assuming the proposal is consistent with previous estimates, anticipate award in Spring of 2025 and Start of Construction to follow.

Rancho Peñasquitos Library Rehabilitation:

The project is currently at 100% design and anticipated initial DSD application & permitting to start Nov 2024. The request for the addition of a community patio to the scope of work, was re-evaluated due to significant stormwater compliance requirements and will be pursued as a stand-alone project in the future. Currently, the project construction is underfunded by approximately \$1.5M. Will reach out to Public Libraries Department and evaluate alternatives to mitigate these recent unanticipated impacts to the project. The project is on track for award in FY26, pending resolution funding shortfall.

Item 9: Library Director Report - Misty Jones, Library Director

Branches - There are two celebrations happening on Saturday, November 9. Pacific Highlands Ranch will have their grand opening at 10am and Paradise Hills will celebrate their 60th anniversary at 1 pm.

Do Your Homework @ the Library - We are currently working through a restructure of the Do Your Homework @ the Library program. Historically, our Tutor Learner Coordinators have reported to one of two DYH@L Coordinators. We are restructuring the model to have the TLCs report to the Branch Manager. The Youth and Family Services team will still support the program.

Media - The Library was the subject of two news stories regarding the increase of incidents in libraries. CBS 8 filmed a piece about incident reports, <https://www.cbs8.com/article/news/local/a-day-in-the-life-of-a-san-diego-librarian/509-789eb7f3-c8ce-4559-b5f9-92ace671b419>

New York Times wrote a story more focused on mental health of staff. We are providing you a copy of this story.

Polling - We are proud to have had all 36 locations serve as ballot drop off locations and 10 branches had onsite polling. Everything went really smoothly, and staff reported great turnouts.

Veterans Library Card - We launched the first ever Veterans Library Card on Friday November 1. This limited-edition card is to honor veterans and their families throughout the month of November.

Item 10: Agenda Items

- a. Board of Library Commissioners Bylaws – Adopted on November 6, 2024. Passed unanimously. Final Bylaws will be reviewed at the next meeting.
- b. Meeting Room Policies – Reviewed and will revisit at the next meeting with staff feedback.
- c. Program Spotlight: Traveling Bilingual Dia de los Muertos Storytime Series – presented by Jackie Macias, Librarian II

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Item 11: Commissioner Comment

Commissioner Dr. Wendy Ranck-Buhr: I just want to give a shout out to Ady and team. We do cultural celebrations monthly. We just did Native American Heritage month, and we raised the Kumeyaay flag and Ady and team were there. So, we always appreciate presence of our partners at the library at those events.

Item 12: Other Business

Next meeting is on January 8, 2025, 12:30 PM at the Mary Hollis Clark Conference Center, San Diego Central Library @ Joan A Irwin Jacobs Common, 330 Park Blvd., San Diego, CA 92101.

Item 13: Agenda Building

Final Board of Library Commissioners Bylaws review
Nomination and election of Vice Chair
Meeting Room Policies
College-Rolando Parking Update

Item 14: Adjournment

Commissioner Sarah Moga-Alemanly adjourned the meeting at 1:27 PM