



BOARD OF LIBRARY COMMISSIONERS

Meeting Minutes

WEDNESDAY, January 8, 2025

12:30 PM

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

Attendance

Commissioners:

Present: Sarah Moga-Aleman, Pat Bevelyn, Dr. Wendy Ranck-Buhr, Phyllis Pfeiffer, Sam Yoeuth, Linda Sotelo, Sitara Sethi

Absent: Scott Walter Mark Tran

Staff: Misty Jones - Director, Bob Cronk - Deputy Director, Vic Slater - Program Manager, Ady Huertas - Program Manager, Oscar Gittemeier – Program Manager, Curtis Williams - Program Manager, Tricia Nool - Executive Assistant

Library Foundation: Patrick Stewart, Natalie Ganz

Friends of the Library: Pat Wilson, Ann McDonald, Elida Chavez

e3 CivicHigh:

Presenters: Edwin Cruz, Mizar Martin

Item 1: Call to Order

Meeting was called to order by Commissioner Moga-Aleman at 12:35 pm. Their last meeting was on November 6, 2024.

Item 2: Approval of Minutes

The November 6, 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

The major news from the Friends for the end of 2024 was the inauguration of the Pacific Highlands Ranch Friends Chapter. The PHR Friends had a presence at the Grand Opening of the branch, both with participating in event programming and opening its book store (the Book Nook). The new chapter is going strong and has elected officers, held several monthly meetings, and created a website accepting online membership. We are happy to welcome our 35th affiliate chapter!

In other news, the FSDPL book sales continue to thrive. There were several other large book sales in November, including the semi-annual University Community sale and a Book Crawl involving 4 chapters (Clairemont, North Clairemont, Balboa, and Serra Mesa). The next FSDPL weekend book sale will be January 18th and 19th at our University Heights location.

The FSDPL Board (the “Corporate Friends”) made an unrestricted contribution of \$50,000 to the Matching Fund in October. We will be starting to discuss ways in which the Friends can most effectively support the library system during the coming financial squeeze at this month’s Presidents’ Advisory Council meeting.

There were no formal FSDPL meetings in November (the PHR opening conflicted with our normal meeting day and time, so attendees were encouraged to come to that) and December (our traditional “quiet month”). We look forward to robust engagement this year.

Item 6: Library Foundation Report – Patrick Stewart, CEO

The library Foundation hosts a virtual watch of the state of the city address, which will be next Wednesday. Each of you should have received an invite from the Foundation to register. Dr. Wendy Ranck-Buhr agreed to join me on Wednesday, and we'll talk a little bit about what we expect to see and hear. Please plan on joining us next week, Wednesday, for State of the City. This time of year, we really ramp up our advocacy efforts. We understand the challenges that the city and our library are facing and so we come up with strategies to address those and meet with our city officials, City Council members, the mayor's office and advocate as loudly and strongly for the value and the impact of the library. This year, we're going to do this in sort of two parts. The first part from now until April fifteenth, when the mayor's budget comes out, we're very, very focused on the City Council members and the Mayor, how are we communicating the value of the library. A big education campaign ensuring that they know again the value of the library. They know that it's not enough to be open, the programs and the resources that are provided are just as important. I will be reaching out to some Commissioners to see if there's some opportunities to meet with some of the Council members that are in your district, if you would like to be a part of that. And then, after April fifteenth, once the Mayor's budget is out between then and I think it's June ninth or whenever the final council meeting, it will be very grassroots

driven. We will be asking everyone to join us at the initial budget presentation, the department budget presentation. After that, the Mayor's May revision and other ample opportunities to make your voice heard, and we're going to give a lot of direction and resources and tools to make sure that everybody comes out in mass and make sure that they know how important the library is. Then finally, it's time of the year-end fundraising. We have three big appeals in the year-end. Year-end is the biggest one for us and I've got to tell you people came out in numbers that we haven't seen before. Five, ten, fifteen, one hundred dollars. Notes to Say thank you so much for or what the library provides me and my family, our community. The stories were really incredible. One of the things that we've seen is an uptick in what we call sustainers, and these are people who said, you know what? I want to make a donation every single month through my credit card or give me a call and I'll send a check. It's our ability to gather them, the resources to support, but more than that, it is the community 's ability to talk back to us and tell us how important the work that you. Thanks you so much for all the work that you're doing.

Item 7: e3CivicHigh Update Report - Brett Taylor, CEO

No Report

Item 8: Report on Library Construction Projects

The Pacific Highlands Ranch Branch Library:

The new building construction is complete, the general contractor submitted the closing documents, and the construction contract closing work is in progress. Upon recording the Notice of Completion "NOC", the (1) year warranty period will start.

The Scripps Miramar Ranch Library Parking Lot Expansion:

The library new south side parking "Phase I" construction was opened for 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 steel drainage pipes were ordered, and potholing for the north Scripps Lake Dr. Traffic signals poles locations is underway. The coordination with the San Diego County Water Authority is ongoing toward the issuance of a Joint Use Agreement for the permanent traffic signals 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:

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 Kick-Off Meeting between the contractor's team, project stakeholders and City Staff took place on December 19, 2024, and Notice to Proceed (NTP) was issued on December 24, 2024. The design phase has officially started, design is anticipated to be completed by Winter 2025. 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

As Patrick mentioned, the State of the City is next week, on January 15th. A little different this time. It's at 3:00 PM and it is in Council Chambers, so that means very limited attendance. It will be televised.

Point Loma Library is closed until late January. They are having their HVAC replaced. It's been bitterly cold in that facility for quite a while. They are repairing all of that, but they should be back open on the 17th.

There is a new exhibit opening at La Jolla on the 14th and it is called RUTH: Remember Us? The Holocaust Exhibit. It was previously at Chula Vista Public Library and the Rancho San Diego Branch of SD County Library. And now it's going to be at La Jolla and it will be there for a year until December.

I want to introduce you to a new staff member Vic Slater. Vic is our new Program Manager for Security. He was previously the post commander for the contract provider. He's so phenomenal that we brought him internally, and so he oversees the security contract and all of the security for the entire system. We are thrilled to have him.

Item 10: Agenda Items

- a. Budget – Misty presented the FY25 Adopted Budget Allocations. Commissioners' input on what you feel that your communities could live with what might be good options.
- b. Final Board of Library Commissioners Bylaws Adopted on January 8, 2025. Passed Unanimously
Action Item: Nomination and Election of Vice Chair
Commissioner Dr. Wendy was nominated by Commissioner Bevelyn. All voted in favor of Dr. Wendy as Vice Chair.
- c. Meeting Room Policies – Revision will be presented at the February meeting.
- d. Program Spotlight: Media Arts Annual Report (5 mins) – Presented by Edwin Cruz and Mizar Martin
- e. YS Highlights – Ady Huertas (5 mins) – tabled for February meeting due to lack of time

Item 11: Commissioner Comment

Commissioner Bevelyn commended Library Director Misty Jones: I want to say that you do a fabulous job. I want to commend you on the work that you do, work with community, working with your staff, getting project done, getting things pushed through you to accomplish. You're an excellent manager.

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Item 12: Other Business

Next meeting is on February 5, 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

Budget – Service reduction recommendations

Revise Meeting Room Policies

College-Rolando Parking Update

Item 14: Adjournment

Commissioner Sarah Moga-Alemanly adjourned the meeting at 1:53 PM