

**SAN ANTONIO PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
August 26, 2015**

The San Antonio Public Library Board of Trustees met in regular session on Wednesday, August 26, 2015 at 4:30 p.m. in the meeting room of the Central Library; Jean Brady, Chair, presiding. The meeting was called to order at 4:43 p.m.

TRUSTEES PRESENT

Jean Brady, Judy Cruz, Loyce Ince, Linda Nairn, Lupe G. Ochoa, Andrea Sanchez, and Grace Marengo Sanchez.

TRUSTEES ABSENT

Lora Devlon Eckler, Excused; Juspreet Kaur, Excused; Gloria Malone, Excused; Paul Stahl, Excused

EX OFFICIO LIAISONS PRESENT

Tracey Bennett, San Antonio Public Library Foundation; Karen Matson, Friends of the San Antonio Public Library

CITIZENS TO BE HEARD

Tim Turner spoke regarding Monte Vista Historical Association's use of space within the Landa Branch Library. He believes that this is in violation of the deed restrictions.

Rachel Cywinski, who lives in District 3 and is a life member of the Friends of San Antonio Public Library, requested the board consider a program of removal of invasive species of plants that could create damage on library grounds.

ANNOUNCEMENTS

Library Director Ramiro Salazar announced that author Carmen Tafolla will have a reading at the Carver Branch Library on September 19, 2015 at 2:00 p.m.

Children's Services Coordinator Viki Ash announced that author Yuyi Morales will have a reading and presentation at the Central Library on September 27, 2015 at 2:00 p.m. Ms. Ash indicated the author lives in Mexico, has received several awards, is very engaging, and invited all to attend.

APPROVAL OF MINUTES

Board Chair Jean Brady brought forth for consideration the minutes of the meeting on July 22, 2015. Linda Nairn moved to approve the minutes for the meeting on July 22,

2015 as presented. Lupe Ochoa seconded the motion. None opposed the motion and the motion passed.

CHAIR'S REPORT

Board Chair Jean Brady reported that Trustee John Nicholas, District 8, is no longer on the San Antonio Board of Trustees. Ms. Brady said that Mr. Nicholas had been on the Board for 13 years and was Chair for three of those years. Ms. Brady invited the Trustees to a breakfast reception for Mr. Nicholas on September 1, 2015 at 7:30 a.m. in the Gallery of the Central Library to thank him for his service to the library. Ms. Brady said that Councilman Nirenberg will also attend this event.

Ms. Brady announced that Juspreet Kaur has been appointed as the new Trustee representing District 8. Ms. Brady said that Ms. Kaur would be at the September 23, 2015 meeting of the Board of Trustees and would be introduced at that time.

TRUSTEES REPORT

Board Chair Jean Brady reported that she attended the Public Budget Hearing on August 19, 2015 at City Hall.

Trustee Lupe Ochoa reported that she attended the Budget Open House at the Alicia Trevino Lopez Senior Center on August 24, 2015 and said it was well attended.

Trustee Linda Nairn reported that she attended the Budget Open House at the COSA Northeast Service Center–Toolyard on August 17, 2015 and a lot of information was presented. Additionally she stated there was encouragement to visit the SASpeakUp.com website to provide citizen input. Ms. Nairn said she had also met with the Friends of the SAPL groups at branch libraries in District 10.

Trustee Andrea Sanchez reported she attended the Budget Open House at Port San Antonio on August 18, 2015. Ms. Sanchez said she met a director from Port San Antonio and he indicated interest in having a book sale at Port SA with the proceeds going to the libraries residing within the two Council Districts (D4, D5) the Port SA location covers. Ms. Sanchez said the Friends of the SAPL who attended the Budget Open House were very interested in possible partnership opportunities with Port SA.

REPORT OF THE LIBRARY DIRECTOR

Library Director Ramiro Salazar referenced the written report included in the meeting packet. Mr. Salazar reported that the San Antonio Public Library was invited to participate in Congreso Internacional de Bibliotecas Públicas, September 9-11, 2015 in Columbia and that Digital Services Coordinator Ignacio Albarracin will represent the San Antonio Public Library and share our story.

Mr. Salazar said the Library has been promoting the value of libraries in advancing education via the Library's Back-to-School Campaign—reminding parents and children

that a library card is the most important school supply of all.

BUDGET REPORT

Department Fiscal Administrator Leo Luna referenced the written report included in the meeting packet. He reported that \$28.6 million (82%) of the General Fund budget for FY2015 has been spent. Mr. Luna said that expenditures are on track for this time period and he is projecting the Library will be on budget at the end of the fiscal year.

COMMITTEE REPORTS

Executive Committee

Board Chair Jean Brady reported the Executive Committee met on August 18, 2015 to set the agenda for the August 26, 2015 Board of Trustees meeting.

Budget Committee

Budget Committee Chair Grace Marengo Sanchez reported the Budget Committee met on August 25, 2015. Ms. Marengo Sanchez said that library staff presented on the City Manager's proposed budget for the library during the committee meeting. Ms. Marengo Sanchez said the Committee and staff had also discussed the budget message points and communication plan for the August Community Hearings.

Facilities Committee

Facilities Committee Chair Loyce Ince stated that the Facilities Committee met on August 12, 2015. Ms. Ince introduced Capital Projects Manager Rich Walker who delivered a project update on the following:

Potranco Branch Library, Brook Hollow Branch Library Adjacent Overflow Parking Lot, Collins Garden Branch Library Extreme Makeover, and Great Northwest Branch Library Roof and Weatherization project.

Naming Committee

Naming Committee Chair Linda Nairn reported the Naming Committee met on August 19, 2015 to deliberate and develop a recommendation for the District 6 Library and are ready to present their recommendation under Item 18, Old Business.

Public Relations Committee

Trustee Judy Cruz reported that the Public Relations Committee did not meet this reporting period.

SPECIAL REPORTS

San Antonio Public Library Foundation

San Antonio Public Library Foundation (SAPLF) President Tracey Bennett reported that Library Foundation staff is working on wrapping up the Annual Report. Ms. Bennett said that, as part of United Way funding, she is visiting different businesses and hospitals as a United Way Funded organization to inform them of the San Antonio Public Library's many services free to residents and the Foundation's support of the library. Ms. Bennett reported the Foundation had received a \$10,000 donation from USAA for the Schaefer Branch playground.

Friends of the San Antonio Public Library

President of the Friends of the San Antonio Public Library (FOSAPL) Karen Matson reported that the FOSAPL is providing funding (\$5,000) to assist in library staff training and travel for 2016. Ms. Matson said that the Friends Used Book Tent Sale at the August 15, 2015 Back-to-School Fair in District 4 was successful in putting over 400 books in the hands of students and parents. Ms. Matson announced that the winners of the Arts and Letters awards for writers, visual artists, and musicians had been selected and the four winners would receive their awards at a ceremony on October 25, 2015.

STAFF REPORTS

Briefing on San Antonio Public Library (SAPL) participation in OverDrive Users Conference

Performance and Innovation Manager David Cooksey reported that he presented at the OverDrive Users Conference on August 5-7, 2015 in Cleveland, Ohio on how the San Antonio Public Library is reducing costs, increasing awareness, and improving its relevance within our communities and sharing the innovative techniques and types of formats being used. Mr. Cooksey said that OverDrive was interested in seeing how San Antonio Public Library is successful with our collection budget and being one of the leaders using and expanding OverDrive services to our community. Library Director Ramiro Salazar commented that he had received praise on behalf of the CEO of OverDrive on Mr. Cooksey's presentation to over 500 conference attendees and commended Mr. Cooksey for a great presentation.

NEW BUSINESS

Appointment to the Nominating Committee to fill a vacancy

Board Chair Jean Brady recommended that Trustee Lupe Ochoa be appointed as the new chair of the Nominating Committee to fill the vacancy. Grace Marengo Sanchez made a motion to approve the appointment and Judy Cruz seconded the motion. Ms. Brady called for a vote and the motion passed unanimously.

EXECUTIVE SESSION

Pursuant to Texas Government Code Section 551.071 (Consultation with attorney), the

San Antonio Public Library Board of Trustees entered into executive session at 5:24 p.m. for deliberations about Real Property, and for deliberations regarding Gifts and Donations to take appropriate action. No action was taken during executive session and the Library Board of Trustees reconvened into regular session at 6:02 p.m.

Review proposed placement of Google Fiber Huts on Library properties and take appropriate action

The Executive Committee took action in open meeting on this item. Grace Marengo Sanchez made a motion to approve and Loyce Ince seconded the motion. Board Chair Jean Brady called for a vote and the motion passed unanimously.

Discuss proposed financial gift from San Antonio Public Library Foundation and an associated acknowledgement in the form of a facility naming

The Library Board of Trustees received a briefing during executive session and did not take action.

Consider and take appropriate action on Naming Opportunities Final Plan for the Potranco Branch Library (District 6)

Library Assistant Director Kathy Donellan presented the Naming Opportunities Final Plan for the Potranco Branch Library. After discussion, Andrea Sanchez made a motion to approve the plan and Grace Marengo Sanchez seconded the motion. Board Chair Jean Brady called for a vote and the motion passed unanimously.

OLD BUSINESS

Discuss and consider Naming Committee's recommendation for the naming of the District 6 Branch Library

Chair of the Naming Committee Linda Nairn reported that community input opportunities were held on June 24, 2015 at the Central Library, July 11, 2015 at the Guerra Branch, and July 22, 2015 at the Pan American Branch for naming recommendations for the District 6 Branch Library. Ms. Nairn also said that the committee had received three recommendations via email. Ms. Nairn said the Naming Committee met via conference call on August 19, 2015 and agreed on 'Potranco Branch Library' as the committee's recommendation for the name of the District 6 Branch Library. After discussion, Linda Nairn made a motion to approve the name and Lupe Ochoa seconded the motion. Board Chair Jean Brady called for a vote and the motion passed unanimously.

Receive staff report regarding FY 2016 budget development process and take appropriate action

Library Assistant Director Kathy Donellan presented on the City Manager's proposed FY 2015 Budget for the Library. The proposed FY 2016 Budget includes \$2.86 million in improvements and brings the library general fund budget to \$37.7 million. Library Director

Ramiro Salazar noted the amounts for specific projects were a very rough estimate and will be evaluated with some project scopes potentially changing. Linda Nairn made a motion to endorse and Lupe Ochoa seconded the motion. Board Chair Jean Brady called for a vote and the motion passed unanimously.

Discussion and possible action regarding matters related to the agreement with the Monte Vista Historical Association

This item was postponed due to lack of quorum with two Trustees recused.

Adjournment

Andrea Sanchez moved to adjourn the meeting at 6:35 p.m. Judy Cruz seconded the motion. None opposed and the meeting was adjourned at 6:35 p.m.

Loyce Ince, Secretary

The minutes of the meeting on August 26, 2015 were approved as presented on September 23, 2015.