

**SAN ANTONIO PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
January 23, 2019**

The San Antonio Public Library Board of Trustees met in regular session on Wednesday, January 23, 2019 at 4:30 p.m. at the Central Branch Library, 600 Soledad, San Antonio, TX 78205. The meeting was called to order at 4:38 p.m. by Linda Nairn, Vice Chair.

TRUSTEES PRESENT

Linda Nairn, Jean Brady, Josie Martinez, Juspreet Kaur, Andrea Sanchez, Lora Devlon Eckler, Marcie Ince, Lupe Ochoa, Judy Cruz

TRUSTEES ABSENT

Paul Stahl (excused), Gloria Malone (excused)

EX OFFICIO LIAISONS PRESENT

Nancy Gandara, Friends of the San Antonio Public Library
Tracey Bennett, San Antonio Public Library Foundation

Silent Meditation

Presiding Officer, Linda Nairn, asked the Trustees to observe a few moments of silence to bring their attention to the work before them this evening.

CITIZENS TO BE HEARD

Jack Finger spoke regarding missing material from the San Antonio Public Library.

ANNOUNCEMENTS

Presiding Officer Linda Nairn welcomed a new Library Board Trustee, Josie Uriegas Martinez, representing District 3.

Library Director Ramiro S. Salazar announced the Community Input Meeting for Las Palmas Branch Library Bond Project, Saturday, February 16, 2019 at 10 a.m.

APPROVAL OF MINUTES

Presiding Officer Linda Nairn brought forth the meeting minutes for December 12, 2018 for consideration. Trustee Jean Brady moved to approve the minutes. Trustee Lora Devlon Eckler seconded the motion. None opposed the motion. The motion passed.

CHAIR'S REPORT

Presiding Officer Linda Nairn reminded Trustees that Financial Disclosure Reports are due by April 1, 2019 and an email with log-on information was sent out. Additionally, a printout of log-in information is included in the packet. Library staff is available to provide assistance.

TRUSTEES REPORT

Trustee Jean Brady reported on plans underway for a reception to congratulate Ramiro S. Salazar when he assumes the role of President of the Public Library Association. The dates are June 25, 2019 in Washington D.C., as part of the American Library Association Conference and on June 28, 2019 in San Antonio.

Trustee Judy Cruz reported attending Community Bond Input Meeting at Forest Hills Branch Library and spoke about the Holocaust: Learn & Remember program series. She also reported on the great media coverage the San Antonio Public Library received for reaching over 6 million e-book checkouts via OverDrive.

Trustee Josie Martinez expressed her thanks to the Board for her warm welcome. She also reported on the attending the McCreless Branch Library Bond Community Meeting.

Trustee Juspreet Kaur reported attending Community Bond Input Meeting at Forest Hills Branch Library and viewing the art exhibit on The Holocaust in Central Library gallery. She also encouraged everyone to attend the POPCon event at Central Library.

Trustee Lupe Ochoa reported that the president of Friends of Las Palmas Branch Library was looking forward to the 50th anniversary celebration of Las Palmas Branch Library.

Trustee Marcie Ince reported attending the Years of Service event for library staff at Central Library in December 2018 and attending Brook Hollow Branch Library's 35th birthday celebration. She also reported attending Community Bond Input Meeting at Forest Hills Branch Library and attended The Holocaust: Learn & Remember program and encouraged everyone to attend.

Trustee Lora Devlon Eckler reported attending Christmas parties in City Council District 6 and neighborhood meetings. She reported the Nextdoor app is a good tool to promote the Library and stressed the importance of promoting the Library's free online homework help program to students. She also reported watching the webcast of Community Bond Input Meeting at Forest Hills.

REPORT OF THE LIBRARY DIRECTOR

Library Director Ramiro S. Salazar reported on accepting invitation from the American Library Association to participate in a Capitol Hill Fly-In to meet with members of Congress about public libraries on February 25-26, 2019.

He reported on The Holocaust: Learn and Remember Closing Program/Reception: Recovered Voices, Monday January 28 at 6 p.m. featuring soprano Kristina Bachrach and pianist Daniel Anastasio. He reported that Haley Holmes was featured in The Source on TPR, which was rebroadcasted on MLK Jr Day, a rare occurrence.

He expressed thanks to Nancy Gandara for her dedication to the Library, as she fulfilled a second term as President of the Friends of the San Antonito Public Library.

Lastly, he reported that the City Council is in the process of appointing a City Manager and Community meetings are taking place in each Council District to introduce Erick Walsh.

BUDGET REPORT

Gabriella Rauschuber, Department Fiscal Administrator, delivered a budget report covering the month of December 2018. She reported end of December with 30% spent. Ms. Rauschuber responded to questions from Library Trustees.

Assistant Director Kathy Donellan addressed Trustee inquiries regarding stolen/missing materials from SAPL.

COMMITTEE REPORTS

Executive Committee

Presiding Officer Linda Nairn reported that the Executive Committee met on January 15, 2019 to set the agenda.

Budget Committee

Presiding Officer Linda Nairn reported that the Budget Committee did not meet this reporting period.

Facilities Committee

Facilities Committee Chair Andrea Sanchez reported the Facilities Committee met on January 9, 2019 and that there is one agenda item for New Business. She also reported that there is a project update handout in the Board packet

Naming Committee

Naming Committee Chair Linda Nairn reported the Naming Committee did not meet this reporting period.

Public Relations Committee

Public Relations Committee Chair Jean Brady reported that the Public Relations Committee met on January 16, 2019 and that report will be presented during Staff Report.

Community and Public Relations Manager Caitlin Cowart presented slides on Valentine's Day Campaign, Facility anniversaries, and overall marketing goals for 2019-2020.

SPECIAL REPORTS

Friends of the San Antonio Public Library

Nancy Gandara, President of the Friends of the San Antonio Public Library, presented to the Board of Trustees a handout on meetings. She reminded everyone of the book

sale at Landa Branch Library and upcoming meeting for the Friends of Texana. She also reported about the upcoming annual Friends of the San Antonio Public Library meeting at Central Library. Ms. Gandara responded to questions from Library Trustees.

The Board expressed thanks to Ms. Gandara for her leadership as a President of the Friends of the San Antonio Public Library.

San Antonio Public Library Foundation

Tracey Bennett, President of San Antonio Public Library Foundation, presented information on the outcome of the 2018 Catrina Ball. She reported \$50,000 was raised for the San Antonio Public Library, Latino Collection and Resource Center as a result of the fundraiser event. Ms. Bennett reported on a grant from H-E-B to benefit the grounds of the Carver Branch Library. She also reported on the interviewing process to hire a development officer for the Library.

Library Director Ramiro Salazar thanked Ms. Bennett and the San Antonio Public Library Foundation for all of their support and hard work.

STAFF REPORTS

San Antonio Public Library's Social Media Strategy

Community and Public Relations Manager Caitlin Cowart introduced Claudia Balarin, Senior Public Information Officer.

Claudia Balarin, Senior Public Information Officer, presented slides on social media strategy. Ms. Balarin responded to questions from Library Trustees.

Library's Fiscal Year 2018 Performance Measures

David Cooksey, Performance and Innovation Manager, presented slides on the San Antonio Public Library's Fiscal Year 2018 performance measures. Mr. Cooksey responded to questions from Library Trustees.

NEW BUSINESS

Consider Parman Branch Library Sewer Easement Project and take appropriate action.

Assistant Library Director Kathy Donellan introduced the Parman Branch Library Sewer Easement Project. Laurie Park, Transportation and Capital Improvement Department-Real Estate Division; Shauna Weaver, Pape Dawson Engineers, and Bruce Haby, San Antonio Water System delivered a presentation regarding the sewer easement project. Ms. Weaver reported a developer is developing the land next to the Parman Branch Library and access to the sewer easement is needed. She stated a tunnel will go under the existing Library driveway and sidewalk and along the easement without removing protected trees. Ms. Donellan, Laurie Park, Transportation and Capital Improvement Department; Shauna Weaver, Pape Dawson Engineers; Bruce Haby, San Antonio Water System; and Steve Whitworth, Assistant City Attorney, responded to questions from Library Trustees.

Trustee Andrea Sanchez made a motion to accept the Parman Branch Library Sewer Easement Project. Trustee Marcie Ince seconded the motion. None opposed the motion. Motion passed.

Resolution to recognize San Antonio City Manager Sheryl Sculley for her contributions to the San Antonio Public Library and the City of San Antonio

Presiding Officer Linda Nairn directed Trustees to the draft resolution in the Board Meeting packet. Trustee Jean Brady moved to accept the resolution. Trustee Juspreet Kaur seconded the motion. None opposed the motion. The motion passed.

Review and consider adoption of 2019 Work Plan for the San Antonio Public Library Board of Trustees

Presiding Officer Linda Nairn directed Trustees to the draft 2019 Library Board of Trustees Work Plan in the Board Meeting packet.

Library Director Ramiro S. Salazar reported that he and Board Chair Paul Stahl met to develop the draft work plan which is similar to the 2018 work plan with slight changes. Trustee Juspreet Kaur moved to accept the 2019 Library Board of Trustees Work Plan. Trustee Lupe Ochoa seconded the motion. None opposed the motion. The motion passed.

Review and consider amendments to Library Board Committee Appointments and Liaison assignments for Fiscal Year 2019

Presiding Officer Linda Nairn directed Trustees to the draft revised Committee Appointment document and noted the following changes:

- Appointing Trustee Josie Uriegas Martinez to Facilities Committee
- Appointing Trustee Juspreet Kaur as Chair of the Budget Committee

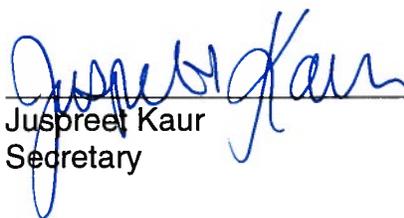
Trustee Lupe Ochoa moved to accept the amendments. Trustee Marcie Ince seconded the motion. None opposed the motion. The motion passed.

OLD BUSINESS

None

Adjournment

Having no further business, meeting was adjourned at 6:25 p.m.



Juspreet Kaur
Secretary