

SAN ANTONIO PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
July 27, 2016

The San Antonio Public Library Board of Trustees met in regular session on Wednesday, July 27, 2016 at 4:30 p.m. in the Auditorium. Paul Stahl, Chair, presiding and the meeting was called to order at 4:40 p.m.

TRUSTEES PRESENT

Jean Brady, Judy Cruz, Margarita DeLeon, Lora Devlon Eckler, Loyce Ince, Linda Nairn, Andrea Sanchez and Paul Stahl

TRUSTEES ABSENT

Lupe Ochoa, excused; Juspreet Kaur, excused and Gloria Malone, excused

EX OFFICIO LIAISONS PRESENT

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

CITIZENS TO BE HEARD

None present.

ANNOUNCEMENTS

Library Director Ramiro Salazar announced Summerfest celebration on July 30, 2016 from 11 a.m. to 2 p.m. at Central Library to celebrate the end of the summer reading program. Director Salazar announced 35th Anniversary Celebration of Johnston Branch Library on August 20, 2016 from 2 p.m. to 4 p.m. and 50th Anniversary Celebration of McCreless Branch Library from 2 p.m. to 5 p.m. on August 21, 2016. Director Salazar announced the groundbreaking for the Najim Family YMCA, at the former Mission Drive-in, at 9:30 a.m. on August 25, 2016.

APPROVAL OF MINUTES

Board Chair Paul Stahl brought forth for consideration the minutes of the meeting on June 22, 2016. Library Trustee Lora Devlon Eckler moved to approve the minutes for the meeting on June 22, 2016. Library Trustee Jean Brady seconded the motion. None opposed the motion and the motion passed.

TRUSTEES REPORT

Andrea Sanchez reported attending the most recent Friends of San Antonio Public Library Board Meeting and recognized that many patrons who support the San Antonio Public Library visit the Maverick Branch Library for Baby Time.

Judy Cruz reinforced the importance of activities during summer time for children at all Branches.

CHAIR'S REPORT

Board Chair Paul Stahl reported attending the Facilities Committee Meeting and discussed recent correspondence with the Trustees regarding the terms of office and renewing appointments.

REPORT OF THE LIBRARY DIRECTOR

Library Director Ramiro Salazar referenced the New York Times included in the meeting packet that was forwarded from the Library Foundation. Linda Nairn reported delivering the NY Times article to her City Council representative. Mr. Salazar also reported on the launch of the redesigned SAPL website on July 19, 2016. Mr. Salazar reported that unknown persons had apparently tried to start a fire on the roof of the Bazan Branch Library during the night of July 6, 2016, but that minimal damage was done and repairs were already under way. Mr. Salazar also announced that the Bazan Branch Library had been nominated as a possible site for a KaBOOM! playground by the Nursing School at the University of Texas Health Science Center- San Antonio. The Library will be following-up with UTHSC-SA to obtain details and evaluate the proposal as this request was unsolicited.

Ignacio Albarracin responded to previous inquiries from the Library Trustees regarding accessing the digital library and correcting issues with the mySAPL app in accessing the OverDrive collection. Ignacio stated while it is not currently possible to streamline the connection, the Library has been negotiating with the vendor to supply this option potentially within the next year.

Lora Devlon Eckler reported that she was pleased to see Texana resources being brought to various Branch Libraries and stressed the importance of these resources to the community.

Director Salazar responded to questions and feedback from Library Trustees.

BUDGET REPORT

Fiscal Administrator Leo Luna referenced the Library's Monthly Operating Statement in the meeting packet showing budget activity through June 2016. Mr. Luna reported that 72% (\$27M) of the \$37 million budget has been spent as of the June 2016 reporting period and spending is on track per the library's spending plan for the year.

COMMITTEE REPORTS

Executive Committee

Board Chair Paul Stahl reported the Executive Committee met on July 19, 2016 to set the

agenda for the July 27, 2016 Board of Trustees meeting.

Budget Committee

In absence of the Committee Chair, Paul Stahl reported that the Budget Committee did not meet this reporting period.

Facilities Committee

Assistant Library Director Kathy Donellan delivered the committee report on behalf of Chairwoman Loyce Ince and stated that the Facilities Committee met on July 13, 2016.

City Architect Carol Warkoczewski reported on status of 2012 Bond Project and the 2017 Bond Program Process. A hand-out of the timeline is found in the meeting packet.

Kathy Donellan, Assistant Library Director, reported on announcement of 2017 Bond Tri-chairs. Mr. Eddie Aldrete, Ms. Carri Baker and Mr. Darryl Byrd were selected at this time.

Project Control Manager Rich provided an update regarding Schaefer Branch Library, Potranco Branch Library, Central Library 2012 Bond Project, the Latino Collection and Resource Center, Maverick Branch Library roof and new District 7 Digital Field Office, Pan American Branch Library, Landa Branch Library, Carver Branch Library.

Rich Walker and Kathy Donellan responded to questions from Library Trustees.

Naming Committee

Chairwoman Linda Nairn reported that the Naming Committee did not meet this reporting period. The next scheduled meeting of the naming committee is planned for the first week of August, 2016.

Public Relations Committee

Community and Public Relations Manager Caitlin Cowart delivered the committee report on behalf of Jean Brady, Committee Chair. Committee met last on Wednesday, July 20 at 4:30p.m. Caitlin reported that Johnston Branch Library will celebrate its 35th anniversary on Saturday, August 20, 2016 and McCreless Branch Library will celebrate its 50th anniversary on Sunday, August 21, 2016. Caitlin also addressed options for the Voting Campaign 2016, the SAPL Changes Lives video available on the new Library webpage and the 2016 Back to School Communications Plan.

SPECIAL REPORTS

San Antonio Public Library Foundation

SAPL Foundation President Tracey Bennett reported that a donation had been made of four (4) live oak trees in memory of the late Pat Flynn that have been installed at the Carver Branch Library. President Bennett also reported that Potranco Branch Library had

received a \$250,000 grant from the Semmes foundation – and that the YMCA- Potranco would receive that same amount.

Allison Hays Lane reported on the San Antonio Public Library's traveling World War I poster exhibit. Ms. Hays Lane reported possible future plans for the exhibit to begin showing in Germany, France and the United Kingdom. Trinity Press plans to begin reprinting and selling the associated book and the online edition will be available through the library system.

Director Salazar & Board Chair Paul Stahl thanked Tracey Bennett and Lacey Fischer for their tremendous effort in raising funds for the Potranco Branch Library.

Friends of the San Antonio Public Library

Friends of SAPL President Karen Matson commended their staff and volunteers for keeping everything moving during the summer despite high heat and vacation coverage. She reported that according to Treasurer Beverly Duran they are on target to meet their projected budget.

President Matson also reminded the Board that Monday August 1, 2016 was the deadline for the Arts & Letters awards nominations for outstanding artists, writers and musicians living in San Antonio and encouraged everyone to complete the form found on the Friends of SAPL website.

President Matson also announced that Andrea Mason had taken over management of the BookCellar and has brought energy, enthusiasm, and organization. She reports that sales were up to \$42,000 by the end of June. Plans are underway for the BookCellar's 25th anniversary and an event, called the SilverCellar Celebration, is being planned for the patio of the basement level of the Central Library.

City of San Antonio, World Heritage

Director Colleen Swain reported on the City of San Antonio World Heritage Work Plan. Details included economic impact, World Heritage Partners, potential changes to infrastructure, transportation, beautification and small business development. Ms. Swain responded to questions from Library Trustees.

STAFF REPORTS

Personnel Updates for the San Antonio Public Library

Library Director Ramiro Salazar reported on personnel changes in the Library Administrative teams. Elma Nieto Rodriguez, Public Services Administrator; Jorge Chavez, Branch Manager for Schaefer; Cindy Pope, Branch Manager for Potranco; Kate Elsinger, Executive Secretary to the Director; and Emma Hernandez, Digital Inclusion Fellow.

NEW BUSINESS

Appointment of Three-Person Nominating Committee

A three-person Nominating Committee was appointed to bring forward a slate of nominees for the offices of Chair, Vice Chair, Secretary, and Treasurer to be elected during the September 2016 annual meeting. Board Chair Paul Stahl recommended Loyce Ince, Margarita DeLeon and Judy Cruz for the Nominating Committee. Library Trustee Jean Brady moved to accept the Chair's recommendations and Library Trustee Lora Devlon Eckler seconded the motion. None opposed the motion and the motion passed.

OLD BUSINESS

Review surplus property available adjacent to the McCreless Branch Library and take appropriate action

Director Ramiro Salazar reported on findings in regards to surplus property adjacent to McCreless Branch Library and made the recommendation, based on the overwhelming number of challenges to repurpose the building, not to acquire the surplus property. Library Trustee Jean Brady moved to accept staff recommendation not to proceed. Linda Nairn seconded the motion. None opposed the motion and the motion passed.

Receive staff report regarding FY2017 budget development process

Assistant Director Kathy Donellan reported on the timeline for the FY2017 Budget Development process: on August 18, 2016, the City Manager will present the proposed budget to the City Council. Assistant Director Donellan also reported that a series of public open houses will be held across the city between the dates of August 22 – 29, 2016. Library Director Ramiro Salazar reported on the outcome of the meeting with the City Manager's Office.

Adjournment

Library Trustee Margarita DeLeon moved to adjourn the meeting. Library Trustee Lora Devlon Eckler seconded the motion. None opposed. The meeting was adjourned at 7:04 p.m.

Loyce Ince, Secretary

The minutes of the meeting on July 27, 2016 were approved as presented on August 24, 2016.