

**SAN ANTONIO PUBLIC LIBRARY  
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
April 22, 2015**

The San Antonio Public Library Board of Trustees met in regular session on Wednesday, April 22, 2015 at 4:30 p.m. in the meeting room of the Molly Pruitt Branch Library at Roosevelt High School, San Antonio, Texas; Jean Brady, Chair, presiding. The meeting was called to order at 4:45 p.m.

**TRUSTEES PRESENT**

Jean Brady, Judy Cruz, Lora Devlon Eckler, Loyce Ince, Gloria Malone, Linda Nairn, Lupe G. Ochoa, Grace Marengo Sanchez, Paul Stahl.

**TRUSTEES ABSENT**

John Nicholas, Excused; Andrea Sanchez, Excused;

**EX OFFICIO LIAISONS PRESENT**

Tracey Bennett, San Antonio Public Library Foundation; Bob Mason, Friends of the San Antonio Public Library

**CITIZENS TO BE HEARD**

Cee Parker spoke about the Monte Vista Historical Association's proposal to the San Antonio Public Library for FY2015 and the 20 plus year relationship.

Sharron Phillips yielded her time to Tim Turner.

Tim Turner spoke about his property in Monte Vista Historical Neighborhood, the Library's agreement with the Monte Vista Historical Association for the use space within Landa Branch Library.

Suzan Baldwin spoke about the Molly Pruitt Branch Library at Roosevelt High School and shared her appreciation for the Library.

K. T. Whitehead spoke as a member of the San Antonio Public Library Foundation Executive Committee in support of naming the new District 2 Branch Library after the Schaefer family.

**ANNOUNCEMENTS**

Library Director Ramiro Salazar stated the Grand Opening of the Encino Branch Library is scheduled for May 2, 2015 at 11:00 a.m.; the 20<sup>th</sup> Anniversary Celebration of Central Library is scheduled for May 9, 2015 from 11:00 a.m. to 5:00 p.m. and the Ribbon Cutting for the Teen Library at Central Library is scheduled for May 12, 2015 at 10:30 a.m.

**APPROVAL OF MINUTES**

Board Chair Jean Brady brought forth for consideration the minutes of the meeting on March 25, 2015. Lora Devlon Eckler moved to approve the minutes for the meeting on February 25, 2015 as presented. Gloria Malone seconded the motion. None opposed the motion and the motion

passed.

## **CHAIR'S REPORT**

Board Chair Jean Brady reported attending the joint San Antonio Public Library Board/Friends of the San Antonio Public Library/San Antonio Public Library Foundation work session on advocacy techniques. She stated there were good comments from each organization participating in the work session and another work session should be planned for Fall 2015. Additionally, Ms. Brady stated she participated in the Texas Cavaliers River Parade on the San Antonio Public Library Foundation's parade float. Finally, Ms. Brady stated she attended the San Antonio Book Festival.

## **Trustees' Report**

Lora Devlon Eckler reported on the outcome of the State House District 124 election and stated she greeted the new State Representative and shared information about the Library. She also reported attending a Mayor's Forum and speaking about libraries at the forum.

Judy Cruz reported attending the San Antonio Book Festival and shared positive feedback.

Paul Stahl also reported attending the San Antonio Book Festival and commented on how well the event was organized and commended the Central Library for continuing to operate as normal during the book festival.

District 6 City Councilmember Ray Lopez included information about the Library's new Mobile App in the District 6 newsletter. Additionally, the Meadow Village Neighborhood Association would send out the information on the mobile app to their distribution list. Jean Brady also reported sending the information on the mobile app to her City Council Representative, Councilman Roberto Trevino.

## **REPORT OF THE LIBRARY DIRECTOR**

Library Director Ramiro Salazar referenced the written report included in the meeting packet. He expanded upon the item related to the partnership with the YMCA at the Mission Branch Library. He stated City Council took action to approve the partnership with YMCA at the Mission Branch Library and specifics of the project are under development. He stated a briefing to the Library Board is forthcoming.

Mr. Salazar asked Assistant Director Dale McNeill to provide a briefing to the Library Board regarding the streaming service from vendor Hoopla. Mr. McNeill described the pricing structure of Hoopla and the Library's decision to discontinue services provided by Hoopla and stated streaming media is available through OverDrive.

Mr. Salazar and Mr. McNeill responded to questions from Library Trustees.

## **BUDGET REPORT**

Department Fiscal Administrator Leo Luna presented the operating monthly statement for the period ending March 2015. He reported \$16.75 million or 51% of the operating budget for FY2015 was spent and that expenditures were on track for this time period.

## **BOARD COMMITTEE REPORTS**

### **Executive Committee**

Board Chair Jean Brady reported the Executive Committee met on April 14, 2015 to set the agenda for the April 22, 2015 Board of Trustees meeting.

### **Budget Committee**

Grace Marengo Sanchez, Committee Chair, reported the Budget Committee met on March 9, 2015. Ms. Marengo Sanchez shared the FY2016 Budget Development calendar, reviewed the Board's prioritized list of Library programs; and a brief overview of the Modified Zero Based Budget.

### **Facilities Committee**

Loyce Ince, Committee Chair, stated the Facilities Committee met on April 8, 2015 and there were items in New Business related to Facilities and Assistant Director Kathy Donellan stated the Project Updates would be shared via email to the Library Board.

### **Naming Committee**

Linda Nairn, Chair, reported the Committee met on April 14, 2015 and an action item is in New Business related to the naming of the new District 2 Branch Library.

### **Public Relations Committee**

Lora Devlon Eckler, Chair, reported the Public Relations Committee did not meet this reporting period.

## **SPECIAL REPORTS**

### **Friends of the San Antonio Public Library**

Vice President of the Friends of the San Antonio Public Library Bob Mason reported on success of the BookCellar during the San Antonio Book Festival. Mr. Mason expresses appreciation for the joint Library Board of Trustees/San Antonio Public Library Foundation/Friends of the San Antonio Public Library work session on advocacy. He stated the Friends of the San Antonio Public Library will have a presence at the May 9, 2015 Central Library 20<sup>th</sup> Anniversary party. Finally, Mr. Mason stated the next Friends of the San Antonio Public Library Board meeting is May 17, 2015 at the McCreless Branch Library.

### **San Antonio Public Library Foundation**

San Antonio Public Library Foundation President Tracey Bennett was not present for the report; however, Library Board Chair Jean Brady thanks for the success of the San Antonio Book Festival and as well as for the Joint Worksession.

## **STAFF REPORTS**

### **Report on the Pruitt Library at Roosevelt High School**

Manager of the Pruitt Library at Roosevelt High School Troy Lawrence delivered a report on the Pruitt Library that included feedback from patrons, comments from Library staff and general information about the Library location.

### **NEW BUSINESS**

#### **Discuss and consider Naming Committee's recommendation for the naming of the District 2 Branch Library**

Naming Committee Chair Linda Nairn reviewed the opportunities for public input regarding the name for the District 2 Branch Library as well as the Committee meeting dates. Ms. Nairn stated the Naming Committee recommends the name Schaefer Branch Library for the new District 2 Branch Library. She stated input from the community within the service area of the new District 2 Branch Library is in support of naming the new library Schaefer Branch Library. Members of the Naming Committee are: Linda Nairn, Chair; Judy Cruz, Paul Stahl and Grace Marengo Sanchez.

Lora Devlon Eckler stated that she served on the 2012 Bond Committee that recommended funding for the new District 2 Branch Library and reported the only reason funding was recommended for a new District 2 Branch Library was because of the land donation by the Schaefer family and the project did not include funding for land.

Linda Nairn motioned to name the new District 2 Branch Library "Schaefer Branch Library". Lora Devlon Eckler seconded the motion. None opposed the motion and the motion passed.

### **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 5:32 p.m. to discuss contractual enforcement issues and contraction negotiations in consultation with attorney. The Library Board of Trustees reconvened into regular session at 6:27 p.m.

#### **Consideration of the following two items related to the Monte Vista Historical Association and the Landa Branch Library**

Library Board Chair Jean Brady and Trustee Linda Nairn recused themselves from the agenda item concerning the Monte Vista Historical Association.

#### **Review and discuss current agreement with Monte Vista Historical Association and take appropriate action**

Grace Marengo Sanchez motioned to direct staff to begin the process to terminate the existing agreement with Monte Vista Historical Association and allow thirty (30) days after the termination of the agreement to provide sufficient time for the Association to remove items. Lora Eckler seconded the motion. None opposed the motion and the motion passed.

#### **Review and discuss Monte Vista Historical Association proposal regarding use of space at the Landa Branch Library and take appropriate action**

A letter from Monte Vista Historical Association was referenced and no action was taken on this sub-item.

#### **Review proposed co-location of a new District 6 library outlet with a YMCA facility and**

**take appropriate action:**

Paul Stahl motioned to accept the conceptual design of Library staff and the lease agreement related to the Library space. Lora Devlon Eckler seconded the motion. None opposed the motion and the motion passed.

**Consider approval of lease agreement related to the designated space**

Assistant Director of the Transportation and Capital Improvement Department Debbie Racca Sittre delivered a presentation regarding the lease agreement for the designated Library space within the YMCA facility. She stated City Council will consider the agreement during the April 30, 2015 meeting. Ms. Racca Sittre also stated an independent senior living facility is also planned for the area of the YMCA and Library site. She explained the Library will not pay rent for the facility and the term of the lease is 25 years. The project will utilize \$1,000,000 from the 2012 City of San Antonio Bond Program allocated for the District 6 Library outlet.

**Consider approval of conceptual design of Library space**

Library Services Administrator Cheryl Sheehan delivered a presentation regarding the space for the new Library outlet. She stated the idea is to develop creative and flexible spaces within the Library location.

**Consider proposal for the use of vacant Library property at Brook Hollow Branch Library for construction staging area and take appropriate action**

Assistant Library Director Kathy Donellan reported Barlett-Cocke is renovating a school located next to the Brook Hollow Branch Library and requested using the library owned vacant lot adjacent to the Brook Hollow Branch Library for a construction staging area through August 31, 2015. In return for use of the vacant lot, the contractor will mow the lot prior and after usage and add a sub-base to the site. The Library will be able to use most of the vacant lot during Early Voting and Election Day. She reported the Facilities Committee is in support of this request.

Lora Devlon Eckler moved to approve the request from Barlett-Cocke to use the library owned vacant lot adjacent to the Brook Hollow Branch Library. Paul Stahl seconded the motion. None opposed the motion and the motion passed.

**Consider the temporary closure of the Collins Garden Branch Library from June 15, 2015 to December 17, 2015 for building improvements**

Assistant Library Director Kathy Donellan delivered a presentation about the proposed closure. She stated the project is part of the FY2015 Deferred Maintenance Program and the Library Board previously approved the project design in January 2015. The project scope includes an expansion, renovation of the restrooms and a co-location with the District 5 Field Office among other Library Extreme Makeover elements. She reported the Branch would be open for early voting, Election Day and any possible run-off election dates associated with the May 2015 election. In response to a concern about the length of time for the temporary closure, Library Director Ramiro Salazar stated the Library would look into all possibilities for interim service within the immediate community.

Grace Marengo Sanchez motioned to approve the temporary closure of the Collins Garden Branch Library from June 15, 2015 to December 17, 2015 for building improvements. Linda Nairn seconded the motion. None opposed the motion and the motion passed.

**Consider revising the FY2015 Meeting Schedule for the San Antonio Public Library Board**

**of Trustees to change the location for the July 22, 2015 meeting**

In interest of time, Library Board Chair Jean Brady postponed action on this item to the May 27, 2015 Library Board Meeting.

**OLD BUSINESS**

**Receive staff report regarding FY2016 budget development process and take appropriate action**

Budget Committee Chair Grace Marengo stated the Budget Committee's recommendation is to count the Interlocal Agreement reduction towards the 3% reduction requested by the Office of Management and Budget.

Lora Devlon Eckler made a motion to accept the Budget Committee's recommendation. Paul Stahl seconded the motion. None opposed the motion and the motion passed.

**Review and consider approval of proposed amendment to the Interlocal Agreement with Bexar County for Library Services**

Paul Stahl expressed appreciation of the efforts of Library staff regarding this agreement.

Lora Devlon Eckler made a motion to accept the proposed agreement with Bexar County for Library Services. Grace Marengo Sanchez seconded the motion. None opposed the motion and motion passed.

**Adjournment**

Linda Nairn moved to adjourn the meeting at 7:36 p.m. Lora Devlon Eckler seconded the motion. None opposed and the meeting was adjourned.

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Loyce Ince, Secretary

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The minutes of the meeting on April 22, 2015 were approved with minor correction of typos on May 27, 2015.