

SAN ANTONIO PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
October 28, 2015

The San Antonio Public Library Board of Trustees met in regular session on Wednesday, October 28, 2015 at 4:30 p.m. in the meeting room of the Central Library; Paul Stahl, Chair, presiding. The meeting was called to order at 4:41 p.m.

TRUSTEES PRESENT

Judy Cruz, Lora Devlon Eckler, Loyce Ince, Juspreet Kaur, Linda Nairn, Lupe Ochoa, and Paul Stahl.

TRUSTEES ABSENT

Jean Brady, excused; Margarita DeLeon, excused; Gloria Malone, excused; Andrea Sanchez, 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

No citizens signed up to speak.

ANNOUNCEMENTS

Board Chair Paul Stahl announced the Celebration of Texas State Poet Laureate Carmen Tafolla at the Central Library on November 10, 2015 at 6:30 PM.

Library Director Ramiro Salazar announced the Wall Breaking for the new Potranco Branch Library will be held on November 2, 2015 at 2:00 PM.

APPROVAL OF MINUTES

Board Chair Paul Stahl brought forth for consideration the minutes of the meeting on September 23, 2015. Lora Devlon Eckler moved to approve the minutes for the meeting on September 23, 2015 as presented. Loyce Ince seconded the motion. None opposed the motion and the motion passed.

CHAIR'S REPORT

Board Chair Paul Stahl reported that he had attended the San Antonio Hispanic Chamber Women's Award Luncheon with Library Director Ramiro Salazar on October 15, 2015 at the St. Anthony Hotel. Mr. Stahl said that he had attended the State of the County Address on October 27, 2015 at the Grand Hyatt Hotel and that Linda Nairn,

Judy Cruz and Tracey Bennett had also attended. Mr. Stahl reported he had the opportunity to visit the Mission Library and met a Teen Services staff member on Saturday, October 24, 2015. Mr. Stahl said the Computer Club had a packed house.

TRUSTEES REPORT

Lora Devlon Eckler reported she attended National Night Out activities in City Council District 6 and everyone she spoke with was very pleased with their local branch. Ms. Eckler said she stopped by to see the Tobin Library at Oakwell and the branch looks great.

Linda Nairn reported she attended the District 10 Community Meeting held at the Toolyard and got to talk to District 10 Councilman Mike Gallagher who seemed pleased with what the Library is doing.

Juspreet Kaur reported that she attended the Mayor's Book Club Kick-Off on October 9, 2015, which was also attended by Judy Cruz and Paul Stahl. Ms. Kaur said the event was well attended, especially by students, and she felt the book chosen by the Mayor, The Boy Kings of Texas, is very powerful.

REPORT OF THE LIBRARY DIRECTOR

Library Director Ramiro Salazar referenced the written report included in the meeting packet. Mr. Salazar thanked the Friends of Bazan Branch Library for the refreshments for the Board Meeting and support of the Bazan Branch. Mr. Salazar reported the City Council acted on amendments to the FY2016 Budget with savings from the police and fire contracts. The Library received two budget amendments: \$150,000 for the possible co-location of a District 7 Field Office at the Maverick Branch Library and \$40,000 for the Shade Structure for the Carver Branch Library and for Lions Field. Mr. Salazar said that the assumption is the funds will be split 50/50; but, no confirmation has been received.

Mr. Salazar reported that at a previous Board Meeting there had been discussion and an action item regarding identification of potential library spaces that could carry the name of a donor, John Santikos, and the possibility of naming the North Courtyard at the Mission Branch Library for him. Mr. Salazar said that Trustee Lora Devon Eckler had noted the Board had taken action previously on naming the North Courtyard. Mr. Salazar confirmed Ms. Eckler was correct and that the Library Board did take action on December 7, 2011 to name the North Courtyard in honor of Mission descendants and the indigenous population. Mr. Salazar apologized for the oversight and said that in the future it would be best to have the Library Board vote on resolutions for naming of spaces. Mr. Salazar said that the Library Administration is now taking steps to ensure timely and appropriate follow-through on this task.

BUDGET REPORT

Department Fiscal Administrator Leo Luna referenced the Library's Monthly Operating Statement included in the meeting packet which includes the entire budget activity for 2015. Mr. Luna reported that \$34.9 million (99.9%) of the general fund budget has been

spent. Mr. Luna reported that the Library had successfully executed its 2015 spending plan and has started spending on the 2016 spending plan.

COMMITTEE REPORTS

Executive Committee

Board Chair Paul Stahl reported the Executive Committee met on October 20, 2015 to set the agenda for the October 28, 2015 Board of Trustees meeting.

Budget Committee

Board Treasurer Judy Cruz reported that the Budget Committee did not meet this reporting period.

Facilities Committee

Facilities Committee Chair Loyce Ince reported that the Facilities Committee did not meet this reporting period.

Naming Committee

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

Public Relations Committee

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

SPECIAL REPORTS

Friends of the San Antonio Public Library

President of the Friends of the San Antonio Public Library (FOSAPL) Karen Matson reported the Arts and Letters Awards on October 25, 2015 at the Central Library was well attended with standing room only. Ms. Matson announced the Next 50 Years Celebration Luncheon combining the fall membership drive with a recognition of Friends members will be held at La Hacienda de los Barrios Restaurant, 18747 Redland Road, on November 15, 2015 at 12:30 PM. Ms. Matson also reported that the last FOSAPL board meeting of the year will also be on November 15, 2015 at 2:30 PM at the Encino Branch Library with a cupcake reception, recognition and awards. Ms. Matson said the FOSAPL were revising By Laws and accepting nominations for new Board Members. Ms. Matson reported that a permanent, part-time Manager for the BookCellar used-bookstore had been hired.

San Antonio Public Library Foundation

San Antonio Public Library Foundation (SAPLF) President Tracey Bennett reported the reception/fundraiser for the Latino Collection Resource Center (LCRC) on October 14, 2015 at the Central Library was a success with \$6,000 in pledges. Ms. Bennett said the Resource Center looked amazing and thanked the LCRC Team. She also mentioned that Patricia Stout had done an outstanding job of getting donations and pledges. Ms. Bennett announced that the Schaefer fundraiser at Jane Schaefer Eugenio's home has been rescheduled to March 31, 2016 and Mayor Ivy Taylor plans to attend. Ms. Bennett reported a fundraising plan for the Potranco Branch Library will kick-off after the wall-breaking ceremony on November 2, 2015. Ms. Bennett informed the Board that the SAPL Foundation should know by November 17, 2015 if the SAPLF's grant request to the Santikos Foundation was awarded in part or in whole (\$1.5 million). Ms. Bennett reported that she had received an email from the Spurs Foundation saying that they are interested in meeting regarding a possible Spurs Commemorative Library Card. Ms. Bennett announced that on October 29, 2015, the SAPLF will have visiting author and historian Craig Shirley at their offices for a reception and reading with funds raised going to the Latino Collection and Resource Center construction project, Board Chair Paul Stahl thanked Ms. Bennett and her staff for their outstanding work on behalf of the San Antonio Public Library.

STAFF REPORTS

Report on the Bazan Branch Library

Branch Services Coordinator Joel Bangilan introduced Bazan Branch Manager Jimmy Jimenez who started his career with SAPL at Central Teen Services and worked up to Branch Manager. Mr. Bangilan said that for the last two years, Mr. Jimenez had been the Interim Branch Manager for both the Bazan and Memorial Branches and was now the full time Branch Manager at Bazan. Mr. Jimenez welcomed the Board and thanked the Friends of Bazan for providing the refreshments. **Mr. Jimenez said that the Bazan Branch had met their goal of a 50% increase overall in services and circulation.** Mr. Jimenez said that they are having success with their job resume preparation service through Learn at SAPL Center. Mr. Jimenez reported that the job fair held at the Bazan Branch Library had over 150 in attendance. He reported that the Bazan Branch would hold a Cesar Chavez celebration on March 26, 2016.

Briefing on policy regarding campaign signs on Library property

Public Services Administrator Kate Gray reported that the campaign signs at Memorial, Tobin, and Brook Hollow branches voting locations followed the new policy regarding size, quantity, and location of campaign signs on library property. Ms. Gray said that the new policy ensured visibility and that, although they did have to take a few signs down that were out of compliance, the transition to the new policy went smoothly and was a good trial run for larger elections to come.

Ms. Gray responded to questions from Library Trustees.

Report on the San Antonio Maker Faire

Coordinator of Teen Services Jennifer Velasquez introduced Caroline Mossing, Teen Librarian, who reported that the San Antonio Maker Faire was held on October 17, 2015 at the Central Library Auditorium and Plaza. Ms. Mossing said the exhibit included workshops, musical performances (including a homemade robotic drum set), a homemade computer with visible internal working parts, and interactive exhibits. Ms. Mossing reported that the fair had over 1,200 in attendance with 100 makers and 30 exhibits, about half of which were by teens.

NEW BUSINESS

Review and consider Library Board Committee Appointments and Liaison assignments for Fiscal Year 2016

Board Chair Paul Stahl presented the slate of Library Board Committee Appointments for the Board's review and consideration. He noted vacancies remain on some committees, leaving an opportunity for a new Trustee to possibly be appointed to a committee. The Slate presented was:

Executive Committee: Paul Stahl (Chair), Linda Nairn, Loyce Ince, Judy Cruz, Jean Brady

Facilities Committee: Loyce Ince (Chair), Andrea Sanchez, Gloria Malone, Lora Devlon Eckler, Paul Stahl,

Naming Committee: Linda Nairn (Chair), Judy Cruz, Paul Stahl

Budget Committee: Lupe Ochoa (Chair), Judy Cruz, Paul Stahl, Linda Nairn

Public Relations Committee: Judy Cruz (Chair), Lupe Ochoa, Andrea Sanchez, Advisory Member Jessica Cerda

After discussion, Lupe Ochoa motioned to approve the slate as presented and Lora Devlon Eckler seconded the motion. Mr. Stahl called for a vote and the motion passed unanimously.

Consider acceptance of the revised San Antonio Public Library Strategic Plan 2016-2018

Performance and Innovation Manager David Cooksey presented the revised San Antonio Public Library Strategic Plan 2016-2018 for approval. Mr. Cooksey responded to questions from Library Trustees. After some discussion, Lora Devlon Eckler motioned to approve the strategic plan as presented with one revision--change the word 'a' to 'the' in the second sentence on page 3 of the Strategic Plan to read as follows:

"The San Antonio Public Library is recognized as *'the'* premier resource for educational support, self-directed learning, and advancing literacies."

Juspreet Kaur seconded the motion. Mr. Stahl called for a vote and the motion passed unanimously.

OLD BUSINESS

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

Library Director Ramiro Salazar reported working with the Office of City Attorney on a draft agreement in accordance with the Library Board's directive. Mr. Salazar said that once the agreement is ready it will be shared with the Monte Vista Historical Association for review. He expects to bring the item back to the Board for review at the December Board meeting. No action was taken at this time.

Provide input and direction related to Library projects to be considered for 2017 Bond Program and consider approval of inventory of Library projects

Assistant Director Kathy Donellan said that staff made some changes to the Library projects to be considered for the 2017 Bond Program as a result of the questions and comments the Board provided during the September 2015 Board meeting. Ms. Donellan requested further feedback from the Board in three areas—finalization of the bond strategy, finalization of inventory of projects, and formal approval to submit the information into the next steps of the bond process. Ms. Donellan reported the City is at the beginning of the bond package development process and the formal inventory of Library projects will not be presented to the City Manager for approximately one year.

Ms. Donellan said that the staff is proposing the following strategy to the Board in order to invest our resources as wisely as we can: take care of existing branches with makeovers; expand existing locations where feasible, address the Central Library needs, and add service outlets in underserved areas. Ms. Donellan said staff is recommending submitting the entire inventory of need rather than submitting a prioritized order of projects, as priorities could change during the process. Ms. Donellan presented the inventory of needs for each category for the Board's review and approval. Regarding adding new branches, feedback from the Board was to look at Service Gap areas C, E, F, and G on the Service Gap map provided by Ms. Donellan. After discussion, Lora Devlon Eckler motioned to approve the inventory of needs as presented and Linda Nairn seconded the motion. Mr. Stahl 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 7:23 p.m. for deliberations to:

Discuss personnel matters pursuant to Texas Government Code Section 551.074.

No action was taken during executive session and the Library Board of Trustees reconvened into regular session at 8:40 p.m.

Adjournment

Before adjournment, Board Chair Paul Stahl shared that he had attended the opening of the Low Vision Reading Room at the Central Library and was very impressed with the presentation and encouraged the Board Members to visit the area.

Lora Devlon Eckler moved to adjourn the meeting at 8:42 p.m. Juspreet Kaur seconded the motion. None opposed and the meeting was adjourned at 8:42 p.m.

Loyce Ince, Secretary