

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

The San Antonio Public Library Board of Trustees met in regular session on Wednesday, January 27, 2016 at 4:30 p.m. in the auditorium of the Central Library; Paul Stahl, Chair, presiding. The meeting was called to order at 4:35 p.m.

TRUSTEES PRESENT

Jean Brady, Judy Cruz, Margarita DeLeon, Lora Devlon Eckler, Loyce Ince, Juspreet Kaur, Linda Nairn, Lupe Ochoa, Andrea Sanchez, and Paul Stahl.

TRUSTEES ABSENT

Gloria Malone, excused.

EX OFFICIO LIAISONS PRESENT

Tracey Bennett, San Antonio Public Library Foundation

CITIZENS TO BE HEARD

Rick Briscoe spoke regarding the new Open Carry law.

Jesse Valdez and Jerry Hess spoke regarding the proposed community harvest garden at the Mission Branch Library.

Dolly Holmes spoke regarding the proposed space-use agreement with the Monte Vista Historical Association.

ANNOUNCEMENTS

Library Director Ramiro Salazar introduced Assistant City Manager Maria Villagomez who was assigned the Library Department as one of areas of oversight for the City Manager. Mr. Salazar extended an invitation to the grand re-opening of the Collins Garden Branch Library on January 30, 2016.

APPROVAL OF MINUTES

Board Chair Paul Stahl brought forth for consideration the minutes of the meeting on December 2, 2015. Linda Nairn moved to approve the minutes for the meeting on December 2, 2015. Lora Devlon Eckler seconded the motion. None opposed the motion and the motion passed.

CHAIR'S REPORT

Board Chair Paul Stahl reported attending the Years of Service reception on December

9, 2015 recognizing Library employees with more than twenty (20) years of service. Mr. Stahl also reported on his participation in the December 10, 2015 opening reception for the Long-Bin Chen exhibit where he delivered remarks during the program. Board Chair Stahl reported attending the Friends of the San Antonio Public Library annual board meeting on January 17, 2016 and delivering a report from the San Antonio Public Library Board of Trustees.

TRUSTEES REPORT

Andrea Sanchez reported visiting the Collins Garden Branch Library and provided accolades for the improvements to the facility.

REPORT OF THE LIBRARY DIRECTOR

Library Director Ramiro Salazar referenced the written report included in the meeting packet. Mr. Salazar delivered a presentation outlining accomplishments in 2015 and initiatives in 2016. He complemented the Library Staff for efforts to achieve so many goals in 2015 and excellent customer service. Mr. Salazar also recognized Parman Branch Library Manager Hayley Holmes for being among the first four (4) employees in the City to earn an Excellence Award from the City Manager.

OLD BUSINESS

Briefing and possible action related to Texas' new Open Carry Law and possible impact on San Antonio Public Library

Assistant Library Director Kathy Donellan introduced Assistant City Attorney Stephen Whitworth who delivered a presentation to the Library Board of Trustees. Mr. Whitworth reviewed the applicable laws and signage rules related to the new laws. A handout with the proposed revisions to the Library's Patron Conduct Policy was provided to Library Trustees. Ms. Donellan briefed the Library Board on administrative steps taken by the Library to include the posting of signs related to Open Carry and Concealed Carry during future meetings of the San Antonio Public Library Board of Trustees held under the Open Meeting Act. Ms. Donellan and Mr. Whitworth responded to questions from Library Trustees.

Lora Devlon Eckler motioned to approve revisions to Item B under Section III "Inappropriate behavior" of the Patron Conduct Policy to strike "except for licensed weapons carriers" and replace with "other than handguns carried by person with the appropriate state license". Juspreet Kaur seconded the motion. None opposed the motion. The motion passed unanimously.

BUDGET REPORT

Assistant Library Director Kathy Donellan referenced the Library's Monthly Operating Statement in the meeting packet showing budget activity through December 31, 2015. Ms. Donellan reported that 27% (\$8.7 million) of the \$37 million budget has been spent

so far and is on track for the library spending plan for the year.

COMMITTEE REPORTS

Executive Committee

Board Chair Paul Stahl reported the Executive Committee met on January 19, 2016 to set the agenda for the January 27, 2016 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 met on January 13, 2016 and asked Project Control Manager Rich Walker and Assistant Library Director Kathy Donellan to deliver reports. Mr. Walker introduced Florencio Rodriguez from the City's Transportation and Capital Improvements Department who delivered a presentation regarding planned improvements to Soledad, Main, San Pedro and Navarro streets funded through the 2012-2017 Bond program and possible impact to the San Antonio Public Library – Central Library. Ms. Donellan and Mr. Rodriguez responded to questions from the Library Board of Trustees.

Ms. Donellan briefed Library Trustees on the planned digital field office located at the Maverick Branch Library for City Council District 7. She responded to questions from Library Trustees. Additionally, Ms. Donellan provided information on remaining Library projects funded through the 2012-2017 Bond program.

Mr. Walker elaborated on the written Construction Update report provided in the meeting packet with a briefing on project updates.

Naming Committee

Naming Committee Chair Linda Nairn reported the Naming Committee met on January 14 and 21, 2016 to discuss the name plaque for the North Courtyard of the Mission Branch Library. Ms. Nairn reported the Committee is moving forward with prior Library Board of Trustees action on December 7, 2011 to dedicate the North Courtyard to honor the mission decedents and indigenous population. To achieve this, the Naming Committee's consensus on the verbiage for the plaque for the North Courtyard is as follows: "This courtyard is dedicated in memory of the lives and contributions of San Antonio's first peoples, their families, and the communities they built at and near San Antonio's historic Missions." Ms. Nairn reported Library staff will move forward with developing the plaque for the North Courtyard.

Ms. Nairn also reported the next task for the Naming Committee is to look at the Library Board of Trustees' policy related to naming of Library facilities. She asked Trustees to

email any suggestions related to the policy for the Committee's consideration.

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

The President of the Friends of the San Antonio Public Library (FOSAPL) Karen Matson was unable to attend the meeting; however, asked Library staff to convey that the FOSAPL newsletter *SAPLings* has up-to-date information related to the organization.

San Antonio Public Library Foundation

San Antonio Public Library Foundation (SAPLF) President Tracey Bennett reported sharing the Library Director Ramiro Salazar's Director's Report presentation with Board of the San Antonio Public Library Foundation. Additionally, she reported fundraising activities of the San Antonio Public Library Foundation to benefit the San Antonio Public Library to include a donation from the May's Foundation for the Potranco Branch Library, continued efforts for the Schaefer Branch Library and the Latino Collection and Resource Center. Ms. Bennett also reported efforts continue related to a potential arrangement with the San Antonio Spurs and a partnership with the San Antonio Independent School District. She provided information about upcoming events hosted by the San Antonio Public Library Foundation.

STAFF REPORTS

Briefing on the ConnectED Library Challenge and San Antonio Public Library's participation

Library Director Ramiro Salazar delivered a presentation providing an overview of the ConnectED Library Challenge and the San Antonio Public Library's role in the initiative. Mr. Salazar noted the San Antonio Public Library is partnering with the San Antonio Independent School District related to the ConnectED Library Challenge. He explained the ConnectED Library Challenge is a White House initiative with the goals of creating or strengthening partnerships so that every child enrolled in school can receive a library card. The initiative involves Mayors, County Executives, Library Leaders and School Leaders. Mr. Salazar shared with Trustees outcomes of the ConnectED Library Challenge National Convening which took place on January 19, 2016 in Washington D.C. Library Director Ramiro Salazar represented the San Antonio Public Library and Lisa Riggs, Senior Executive Director of Curriculum and Instruction Staff, represented the San Antonio Independent School District at the National Convening.

Assistant Library Director Dale McNeill briefed Library Trustees on recent changes to the

Library's circulation policies which are in alignment with the ConnectED Library Challenge. Mr. McNeill noted the changes to the policies might have an effect on the circulation and Library Staff is closely monitoring usage reports.

Library Director Ramiro Salazar and Assistant Library Director Dale McNeill responded to questions from Library Trustees.

Briefing on Print Management Solution for the Library

Digital Services Coordinator Ignacio Albarracin delivered a presentation with an update on the implementation of the print management solution. Mr. Albarracin spoke about the three phases of the project (PC Reservation and Multifunction Devices, Self-pay Kiosks, and Mobile and Remote Printing). Performance and Innovation Manager David Cooksey provided a briefing on data gathering within the transition to the new system. Mr. Albarracin responded to questions for Library Trustees.

NEW BUSINESS

Consider the 2016 San Antonio Public Library Board of Trustees Work Plan and take appropriate action.

Board Chair Paul Stahl referenced the draft work plan in Trustee's packet for consideration. Jean Brady motioned to adopt the 2016 Library Board of Trustees Work Plan and Margarita Deleon seconded the motion. None opposed the motion. The motion passed.

Receive briefing and take appropriate action on a proposed Demonstration Harvest Garden at Mission Branch Library with the Friends of the San Antonio Public Library.

Assistant Library Director Dale McNeill delivered a presentation regarding the proposed demonstration harvest garden planned for the Mission Branch Library by the Friends of the Mission Branch Library. Mr. McNeill noted the garden group includes Master Gardeners. The Library will have a Memorandum of Understanding with the Friends of the Mission Branch Library for the harvest garden. Lora Devlon Eckler motioned to approve the creation of a demonstration harvest garden at the Mission Branch Library. Juspreet Kaur seconded the motion. None opposed the motion. The motion passed.

OLD BUSINESS

Briefing and possible action related to Texas' new Open Carry Law and possible impact on San Antonio Public Library.

Assistant Library Director Kathy Donellan and Assistant City Attorney Stephen Whitworth delivered a presentation regarding Texas' new Open Carry law. Mr. Whitworth reviewed elements of Senate Bill 273 and Senate Bill 910. Ms. Donellan briefed Library Trustees on administrative steps, such as appropriate signage, taken by the Library relative to the

new Open Carry Law. She informed Trustees about training provided to Library Staff.

Ms. Donellan and Mr. Whitworth responded to questions from Library Trustees.

Lora Devon Eckler motioned to revise Section III, Item B of the Patron Conduct Policy as recommended by staff. ("Possession of weapons, ~~except for licensed weapon carriers~~ other than handguns carried by persons with the appropriate state license.") Juspreet Kaur seconded the motion. None opposed the motion. The motion passed.

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

Library Trustees Jean Brady and Linda Nairn recused themselves from this item and left the room. A quorum remained in the room.

Library Director Ramiro Salazar delivered a presentation outlining background of the space-use agreement with Monte Vista Historical Association. He reported the space included in the agreement is not targeted by the San Antonio Public Library for use. Mr. Salazar responded to questions from Trustees.

Juspreet Kaur expressed concern regarding Item 14 of the space-use agreement related to Library stakeholders who may use the space identified in the agreement and suggested a revision to provide for an opportunity for other Library stakeholders to use the space. Library Director Salazar stated the change could be reflected in the agreement.

Loyce Ince made a motion to accept the space-use agreement as proposed by Library Staff with the requested modification. Lupe Ochoa seconded the motion. None opposed the motion. The motion passed.

Trustee Ince recognized Library Staff for efforts to reach a mutually beneficial agreement.

Adjournment

Jean Brady and Linda Nairn returned to the meeting at 7:28 p.m.

Andrea Sanchez moved to adjourn the meeting at 7:28 p.m. Lora Devlon Eckler seconded the motion. None opposed and the meeting was adjourned at 7:29 p.m.

Loyce Ince, Secretary

The minutes of the meeting on January 27, 2015 were approved as presented on February 24, 2016