

SAN ANTONIO PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
May 25, 2016

The San Antonio Public Library Board of Trustees met in regular session on Wednesday, May 25, 2016 at 4:30 p.m. in the Meeting Room at the Collins Garden Branch Library, Linda Nairn, Vice-Chair, presiding. Lacking a quorum, informational reports begin at 4:37 p.m. and the meeting was called to order at 4:53 p.m. when a quorum was present.

TRUSTEES PRESENT

Jean Brady, Judy Cruz, Lora Devlon Eckler, Gloria Malone, Linda Nairn and Juspreet Kaur

TRUSTEES ABSENT

Margarita DeLeon, excused; Loyce Ince, excused; Lupe Ochoa, excused; Andrea Sanchez, excused; and Paul Stahl, excused.

EX OFFICIO LIAISONS PRESENT

Tracey Bennett, San Antonio Public Library Foundation

CITIZENS TO BE HEARD

No citizens signed up to speak.

ANNOUNCEMENTS

Library Director Ramiro Salazar announced a Holocaust: Learn & Remember event featuring keynote Speaker Dr. Bernd Wollschlaeger is scheduled for Thursday, May 26, 2016 at 6:00 p.m. at the Central Library Auditorium. Mr. Salazar also announced Mayor Taylor would launch of Mayor's Summer Reading Program on Tuesday, May 31, 2016 at 10:00 a.m. at Central Library.

CHAIR'S REPORT

Board Vice-Chair Linda Nairn reported on attending the Friends of the San Antonio Public Library Board Meeting on May 15, 2016 to provided information on the #SASpeakUp initiative to gather community feedback regarding as part of the FY2017 budget development process.

TRUSTEES REPORT

Lora Devlon Eckler reported wearing the new Library-logo t-shirt and, as a result, was approached by several individuals regarding the Library. Ms. Eckler also relayed feedback from a patron of the Memorial Branch Library regarding the 25th Anniversary Celebration for the Memorial Branch Library.

Judy Cruz reported she attended the San Antonio Book Festival and the Texas Women of Influence panel discussion.

Jean Brady reported completing the online SASpeakUp survey and encouraged any Trustees who have not yet completed the survey to do so.

Ramiro Salazar acknowledged Margarita DeLeon attending the 5th Anniversary celebration for the Mission Branch Library and the Young Pegasus Award Ceremony. He also noted Loyce Ince attended the Parman Branch Library 5th Anniversary celebration.

REPORT OF THE LIBRARY DIRECTOR

Library Director Ramiro Salazar referenced the written report included in the meeting packet. Mr. Salazar reported Library Administration's efforts to revamp anniversary celebrations for Library locations and through this effort; Library Staff will engage the Board's Public Relations Committee.

Having a quorum present, the meeting was called to order at 4:35 p.m.

Mr. Salazar referenced the Learn at SAPL – In Our Words Anthology at each Trustee's place and explained the anthology is a collection of personal narratives from Learn at SAPL Students. He noted the printing of the anthology, and the reception honoring the student essayists, was funded completely by a gift from the San Antonio Public Library Foundation.

Mr. Salazar shared information about the "If walls could talk" exhibit at the Mission Branch Library. He explained the Staff at the Mission Library collected audio stories and borrowed artifacts from the descendants of the first peoples around Mission San Jose, which includes the library community. The audio stories are accessible by using QR codes set in the colorful wall design in the lobby of the Mission Branch Library that wraps the columns housing the artifacts.

Finally, Ramiro Salazar referenced the Landa Gardens Conservancy Annual Report available at Trustee's seat and acknowledged the Library's partnership with the Conservancy who invested over \$1.5 million in the grounds of the Landa Branch Library.

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

APPROVAL OF MINUTES

Board Vice-Chair Linda Nairn brought forth for consideration the minutes of the meeting on April 27, 2016. Lora Devlon Eckler moved to approve the minutes for the meeting on April 27, 2016. Jean Brady seconded the motion. None opposed the motion and the motion passed.

OLD BUSINESS

Review and consider approval of design concept for donor recognition signage at the following new branch libraries:

Assistant Director Kathy Donellan introduced the items for Trustee's consideration.

A) Schaefer Branch Library

Ms. Donellan introduced Sara Flowers, LPA Architects, who delivered a presentation regarding the donor recognition signage for the Schaefer Branch Library.

Library Director Ramiro Salazar noted the donor recognition signage was pulled by Library Staff in April 2016 due to a request from the San Antonio Public Library Foundation to consider a logo as part of the donor recognition. Because the Library's practice for donor recognition signage has not included logos in the past, additional time was needed to develop the proposal for Trustees' consideration. He stated Library Staff has no objection to the inclusion of logos in donor recognition signage; however, Library staff is looking towards Library Board for policy direction on this matter. The Facilities Committee favorably supported the logo as part of the donor recognition.

Jean Brady moved to accept the donor recognition signage as proposed, including the logo, as a one-time action and not to be misconstrued with policy direction of the Library Board of Trustees which will be taken up at a later date, and recognize the grassroots Far Eastside Branch Library Initiative, or preferred name, in recognition signage at the Schaefer Branch Library. Gloria Malone seconded the motion. None opposed the motion and motion passed.

B) Potranco Branch Library

Ms. Donellan delivered a presentation regarding the donor recognition signage for the Potranco Branch Library. Ms. Donellan responded to questions from Library Trustees. Lora Devlon Eckler made a motion to approve the general location of the donor recognition signage and provide authority to the Facilities Committee to approve the redesigned signage after Trustees' feedback regarding transparency of the glass has been incorporated. Jean Brady seconded the motion. None opposed the motion and the motion passed.

BUDGET REPORT

Library Fiscal Administrator Leo Luna referenced the Library's Monthly Operating Statement in the meeting packet showing budget activity through April 2016. Mr. Luna reported that 57% (\$21 million) of the \$37 million budget has been spent as of the April 2106 reporting period and spending is on track per the library's spending plan for the year.

COMMITTEE REPORTS

Executive Committee

Board Vice-Chair Linda Nairn reported the Executive Committee met on May 17, 2016 to set the agenda for the May 25, 2016 Board of Trustees meeting.

Budget Committee

In absence of the Committee Chair, Kathy Donellan, Assistant Library Director reported that the Budget Committee met on May 4, 2016. Ms. Donellan reviewed the agenda for each Committee Meeting and provided an overview of the City's SASpeakUp campaign. Ms. Donellan responded to questions from Trustees. Library Director Ramiro Salazar reminded Library Trustees of Board Chair Paul Stahl's recent message to Trustees regarding the City Council Goal Setting Work session scheduled for June 8, 2016.

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 May 18, 2016. She provided an update regarding savings from capital projects at the Maverick Branch Library and the Guerra Branch Library and the redirection of the savings to the Landa Branch Library and the Potranco Branch Library. Ms. Donellan also provided a briefing on a new project to connect the south courtyard with the onsite amenities (playground, garden, and adult fitness stations) through a walkway.

Projects Control Manager Rich Walker provided an update on the 2012 Bond Projects, Potranco Branch Library, Schaefer Branch Library, Maverick Branch Library and Pan American capital projects. He responded to questions from Library Trustees.

Naming Committee

Chairwoman Linda Nairn reported that the Naming Committee did not meet this reporting period. She reported Library Staff installed a dedication plaque in the North Courtyard of the Mission Branch Library in accordance with previous request by the Library Board of Trustees.

Public Relations Committee

Caitlin Cowart, Community and Public Relations Manager, reported the Public Relations Committee met on May 18, 2016 and reviewed the agenda items which included new Library logo rollout, Library website redesign, campaign to encourage voting, and recent awards.

SPECIAL REPORTS

San Antonio Public Library Foundation

San Antonio Public Library Foundation (SAPLF) President Tracey Bennett reported the

fundraising and plans for the Latino Collection and Resource Center. Ms. Bennett expressed enthusiasm for the Texana / Genealogy Unit's work. She reported wrapping up fundraising for the Schaefer Branch Library and focus on the Potranco Branch Library.

Friends of the San Antonio Public Library

A representative from the Friends of the San Antonio Public Library was not present to provide a report.

STAFF REPORTS

Collins Garden Branch Library Staff Report

Cheryl Sheehan, Public Service Administrator, introduce Jeannette Davies, Branch Manager for the Collins Garden Branch Library. Ms. Davies delivered a report regarding the Collins Garden Branch Library, including the recent renovations to the branch.

Staff Report regarding system-wide Organizational Health initiatives

Special Projects Manager Roberta Sparks delivered a presentation providing an overview of the organizational health initiatives at the Library.

NEW BUSINESS

Staff Briefing regarding the Texana Room at the Central Library

Assistant Library Director Dale McNeill introduced Ruth Chiego, Library Public Services Administrator, who provided a briefing of activities at the Texana since the release of the San Antonio Public Library Foundation funded report and the hiring of a new Manager for the Texana and Genealogy Unit. Ms. Chiego responded to inquiries from Library Trustees.

Adjournment

The meeting was adjourned at 6:39 p.m.

Loyce Ince, Secretary

The minutes of the meeting on May 25, 2016, were approved as presented on June 22, 2016.