

**SAN ANTONIO PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
October 24, 2018**

The San Antonio Public Library Board of Trustees met in regular session on Wednesday, October 24, 2018 at 4:30 p.m. at the Westfall Branch Library, 6111 Rosedale Ct, San Antonio, TX 78201. The meeting was called to order at 4:39 p.m. by Paul Stahl, Chair.

TRUSTEES PRESENT

Jean Brady, Judy Cruz, Margarita DeLeon, Juspreet Kaur, Linda Nairn, Andrea Sanchez, Paul Stahl, Lora Devlon Eckler

TRUSTEES ABSENT

Marcie Ince (excused), Lupe Ochoa (excused), Gloria Malone (excused)

EX OFFICIO LIAISONS PRESENT

Nancy Gandara, Friends of the San Antonio Public Library
Tracey Bennett, San Antonio Public Library Foundation

Silent Meditation

Board Chair Paul Stahl asked the Trustees to observe a few moments of silence to bring their attention to the work before them this evening.

CITIZENS TO BE HEARD

Gao Li spoke regarding energy conservation in Library locations.

ANNOUNCEMENTS

Library Director Ramiro Salazar announced the following Library events:

Teen Arts Fest: November 3, 2018-Central Library (11am - 4pm)

Our Family Reads- Mayor's Book Club: District 9 Edition, November 3, 2018- Brook Hollow Branch Library (2pm)

Catrina Ball: October 27, 2018 – Central Library (6:30pm-11:30pm)

APPROVAL OF MINUTES

Board Chair Paul Stahl brought forth the meeting minutes for September 26, 2018 for consideration. Trustee Jean Brady moved to approve the minutes. Trustee Judy Cruz seconded the motion. None opposed the motion. The motion passed.

CHAIR'S REPORT

Board Chair Paul Stahl reported attending the 30th Anniversary Celebration at Forest Hills Branch Library. He attended the Arts & Letters ceremony at Central Library hosted by the Friends of the San Antonio Public Library. He also attended Ad Hoc Interlocal Library Agreement Committee meetings as well as the San Antonio Public Library Foundation Board Meeting. He shared an experience engaging with youth while in the elevator to a meeting at the Central Library and how excited they were about visiting the Teen Library.

TRUSTEES REPORT

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Trustee Margarita DeLeon reported attending Latino Collection and Resource Center program about tequila. She also attended Mayor's Book Club and Human Library at Igo Branch Library. On October 6, she attended the 10th anniversary celebration of the San Antonio Public Library Foundation's Literacy Caravan held at Mission Branch Library.

Trustee Andrea Sanchez reported meeting with the new Children's Librarian at Cortez Branch Library.

Trustee Lora Devlon Eckler reported attending two meetings with Councilman Brockhouse in attendance and a Friends of Forest Hills Branch Library meeting. She attended a luncheon where library's service areas were discussed and she also attended the Cooking Demo at Great Northwest Branch Library.

Trustee Judy Cruz reported attending Forest Hills 30th Anniversary Celebration. She also attended Arts & Letters Awards presented by the Friends of the San Antonio Public Library and the discussion in the Latino Collection and Resource Center regarding tequila.

Trustee Jean Brady reported attending Landa Nights by Landa Gardens Conservancy and the Arts & Letters Awards presented by the Friends of the San Antonio Public Library. She also attended Interlocal Agreement Ad Hoc Committee Meeting.

Trustee Linda Nairn reported attending book sales at Semmes Branch Library and Tobin Library. She also met with District 10 Councilman Clayton Perry.

Trustee Juspreet Kaur reported attending Mayor's Book Club and Human Library at Igo Branch Library. She met with District 8 Councilman Manny Pelaez regarding future of Library and 2019 planning. She also attended Interlocal Agreement Ad Hoc Committee Meeting.

REPORT OF THE LIBRARY DIRECTOR

Library Director Ramiro Salazar extended thank you to Friends of Westfall Branch Library for support with refreshments and recognized Friends of Westfall Branch Library President is Rowena Rodgers.

He extended a farewell to Candelaria Mendoza who accepted a position with City's Innovation Office as SMART City Coordinator.

He reported on Libraries as voting sites and acknowledged Jake Oakland, Public Services Administrator and gave the following updates:

- 17 Libraries serving as Early Voting sites.
- In first two days of early voting, Libraries comprised of 8 of top 10 voting sites Countywide.
- Of the 69,000 total votes cast so far, 35,000 were cast in a Library (50%)
- Acknowledge efforts of Library Staff in the Branches for their role in hosting voting
- 16 Libraries will serve as Election Day voting site

He stated that the Fiscal Year 2018 End of Year Performance Measures Report that exceeded circulation goal and visits achieved 91% of goal. A full report on variance and trends will be given in January 2019.

He reminded that former Mayor and Housing and Urban Development Secretary Julian Castro book discussion was planned for November.

He also reported that the Urban Libraries Council published an Innovation report which includes five San Antonio Public Library programs/initiatives.

BUDGET REPORT

Gabriella Rauschuber, Department Fiscal Administrator, reported fiscal year end with 99% spent. Library Director, Ramiro Salazar, acknowledged San Antonio Public Library team for the accomplishments. Ms. Rauschuber responded to questions from Library Trustees.

COMMITTEE REPORTS

Executive Committee

Board Chair Paul Stahl reported that the Executive Committee met on October 16, 2018 to set the agenda.

Facilities Committee

Facilities Committee Chair Andrea Sanchez reported the Facilities Committee met on October 10, 2018 and asked Project Control Manager Rich Walker to deliver project updates. Mr. Walker shared the following project updates:

- Potranco Branch Library Courtyard enhancements
- Central Library Doors Replacement
- Tobin Library at Oakwell Capital Improvement Project
- Semmes Branch Library Capital Improvement Project
- Landa Branch Library Heating, Ventilation and Air Conditioning project

Mr. Walker responded to questions from Library Trustees.

Kathy Donellan, Assistant Director, reported updates on 2017 Bond Projects

Trustee, Jean Brady, expressed the importance of Trustees attending bond community input meetings.

Naming Committee

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

Public Relations Committee

Public Relations Committee Chair Jean Brady reported the Public Relations Committee met on October 17, 2018. Caitlin Cowart reported on Bond, holiday cards, Fiesta medals, and creative campaign plans. She responded to questions from the Board. Trustee Lora Devlon Eckler suggested to us Next Door for media outreach.

Ad Hoc Interlocal Agreement Committee

Board Chair Paul Stahl reported that The AdHoc Committee has met three times (October 9, 16 and 23, 2018) and plans to meet regularly until a recommendation is made to the Library Board of Trustees in the December 2018 meeting. He reported that in order to provide appropriate direction to staff and to assist the Committee on setting parameters, the Committee participated in two key exercises 1) S.W.O.T. - Strength, Weakness, Opportunities, Treats analysis and 2)

Rankings to accomplish this goal. He also reported that the Committee plans to bring a recommendation to the Library Board at the December meeting.

SPECIAL REPORTS

San Antonio Public Library Foundation

Tracey Bennett, President of San Antonio Public Library Foundation, reported updates on Catrina Ball and live auction. She also expressed her thanks to participants of the Texana White Glove Fundraising Event.

Friends of the San Antonio Public Library

Nancy Gandara, President of the Friends of the San Antonio Public Library, reported on Holiday Blowout sale and on Friends of the Library Board Meeting scheduled for November 18, 2018. She thanked everyone for their support with Arts & Letters Awards.

STAFF REPORT

Report from the Westfall Branch Library

Cheryl Sheehan, Public Services Administrator, introduced Nathaniel Laubner, Branch Manager. Nathaniel reported on Westfall Branch Library and presented slides. Members of the Board gave compliments to Westfall Branch.

NEW BUSINESS

Review and consider Library Board Committee Appointments and Liaison assignments for Fiscal Year 2019

Trustee Jean Brady made a motion to accept Fiscal Year 2019 Board Committee Appointments and Liaisons as presented related to the possible partnership with the Southwest School of Art. Trustee Lora Devlon Eckler seconded the motion. None opposed the motion. The motion passed.

Review and consider improvements at the Landa Branch Library:

- a. Flagpole location**
- b. Patio tile replacement**

Assistant Director Kathy Donellan delivered a presentation regarding the planned improvements to the Landa Branch Library to include a new flag pole and patio tile replacement. Trustee Lora Devlon Eckler made a motion to approve the improvements for Landa Branch Library as presented. Trustee Juspreet Kaur seconded the motion. None opposed the motion. The motion passed.

OLD BUSINESS

None

Executive Session

The San Antonio Public Library Board of Trustees entered into Executive Session pursuant to Government Code Section 551.071, Consultation with Attorney at 5:47 p.m. to discuss the following:

- The purchase, exchange, lease or value of real property pursuant to Texas Government Code Section 551.072 (real property).

- Personnel Matters (Library Director's Performance Evaluation) pursuant to Local Government Code 551.074

The San Antonio Public Library Board of Trustees completed its Executive Session at 7:21 p.m. No action was taken.

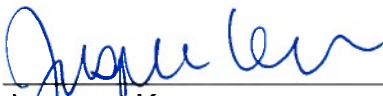
NEW BUSINESS

Consider conceptual master plan design related to a possible partnership with the Southwest School of Art and take appropriate action

Trustee Jean Brady made a motion to accept the conceptual master plan design as presented related to the possible partnership with the Southwest School of Art. Trustee Margarita DeLeon seconded the motion. Chair Stahl noted Library Trustees will continue to remain apprised of the partnership as it develops. None opposed the motion. The motion passed.

Adjournment

Trustee Juspreet Kaur moved to adjourn the meeting. Trustee Linda Nairn seconded the motion. None opposed. The motion passed. Meeting adjourned at 7:23p.m.



Juspreet Kaur
Secretary