

**SAN ANTONIO PUBLIC LIBRARY  
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
April 24, 2019**

The San Antonio Public Library Board of Trustees met in regular session on Wednesday, April 24, at 4:30 p.m. at the Central Library, 600 Soledad, San Antonio, TX 78205. The meeting was called to order at 4:38 p.m. by Paul Stahl, Chair.

**TRUSTEES PRESENT**

Jean Brady, Judy Cruz, Marcie Ince, Juspreet Kaur, Josie Martinez, Paul Stahl, Linda Nairn, and Lupe Ochoa

**TRUSTEES ABSENT**

Lora Devlon Eckler(excused), Andrea Sanchez(excused)

**EX OFFICIO LIAISONS PRESENT**

Beth Graham, 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**

Christian Rodriguez expressed his appreciation to The Library for all the resources and help.

**ANNOUNCEMENTS**

Library Director Ramiro Salazar announced the following:

- All Library locations will close on Friday, April 26, 2019 in observance of Fiesta San Jacinto Day

**APPROVAL OF MINUTES**

Board Chair Paul Stahl brought forth the meeting minutes for March 27, 2019 for consideration. Trustee Lupe Ochoa moved to approve the minutes. Trustee Jean Brady seconded the motion. None opposed the motion. The motion passed.

**CHAIR'S REPORT**

Board Chair Paul Stahl reported attending the State of the City Address on April 12, 2019 and completing the SA SpeakUp Survey.

**TRUSTEES REPORT**

Trustee Lupe Ochoa reported attending San Antonio Book Festival and asked for a point of personal privilege and introduced Rozanna Mendoza, Partnership Specialist with US

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Census Bureau who spoke about the 2020 U.S. Census. Ms. Mendoza responded to questions from Library Trustees.

Trustee Judy Cruz reported attending the State of the City Address; Moth Main Stage, a San Antonio Public Library Foundation event, and Pan American Branch Library 50<sup>th</sup> Anniversary. She also reported hearing great feedback about San Antonio Book Festival.

Trustee Juspreet Kaur reported attending services for Gloria Malone, former District 2 Library Trustee; State of the City Address; San Antonio Book Festival; Moth Mainstage, a San Antonio Public Library Foundation event; Night In Old San Antonio; and completed SA Speak Up Survey. She also reported on the "Ask Mayor and SAPL" and noted Director Salazar was recognized for being an Intercontinental Leader of Libraries. Ms. Kaur expressed appreciation for the Vaisakhi Celebration at Central Library and Maverick Branch Library and recognized San Antonio Public Library Staff.

Trustee Josie Uriegas Martinez reported attending Moth Mainstage, a San Antonio Public Library Foundation event, Pan American Branch Library 50<sup>th</sup> Anniversary, and book sale at Mission Branch Library.

Trustee Marcie Ince reported attending services for Gloria Malone, former District 2 Library Trustee; San Antonio Public Library Foundation Book and Author luncheon; Moth Mainstage, a San Antonio Public Library Foundation event; San Antonio Book Festival; Pan American Branch Library 50<sup>th</sup> Anniversary, completed SA Speak Up Survey, and visited District 9 Libraries to share Night in Old San Antonio tickets to Library Staff.

Trustee Jean Brady reported attending services for Gloria Malone, former District 2 Library Trustee; State of the City Address; San Antonio Book Festival; Pan American Branch Library 50<sup>th</sup> Anniversary, and completing SA Speak Up Survey.

Trustee Linda Nairn reported attending services for Gloria Malone, former District 2 Library Trustee; State of the City Address; San Antonio Book Festival; Pan American Branch Library 50<sup>th</sup> Anniversary; Friends of Tobin Library at Oakwell book sale; Friends of Thousand Oaks meeting; and visit to Semmes Branch Library. She also visited with District 10 Councilman Clayton Perry's office and shared SAPL Fiesta medals.

## **REPORT OF THE LIBRARY DIRECTOR**

Library Director Ramiro S. Salazar referenced the printed packet provided in the Board Meeting Packet and reported for March 18, 2019 – April 14, 2019:

Mr. Salazar reported on the City's Department of Human Services, in coordination with Center City Development and Operations, opened the Migrant Resource Center and that Library Staff have volunteered at the Center.

Mr. Salazar reported that he and Assistant Library Director Kathy Donellan met with District 6 Councilman Greg Brockhouse on Friday, March 29, 2019 to discuss the planned improvements of the Great Northwest Branch Library and associated temporary closure of the branch library. He also reported meeting with District 10 Councilman Clayton Perry on Monday, April 1, to discuss the planned improvements of the Semmes Branch Library and associated temporary closure of the branch library from May 1 to May 26, 2019. A follow up meeting with the Councilmember is planned regarding the usage data related to District 10 library locations.

Mr. Salazar reported accepting an invitation to join Grow with Google Library Advisory group in New York on May 9-10, 2019 to help guide Google's ongoing engagement in the library space with focus on workforce development and digital skills.

Mr. Salazar reported on seventeen Libraries as Early Voting sites. He also reported that, in collaboration with the City's Center City Development Office, the decision was made to discontinue automatic three hour free parking in the Central Library Parking Garage effective Wednesday, April 17, 2019. Central Library customers will continue to get up to three hours of free parking through the validation process. He reported that other strategies are being considered and noted the current rate (\$5) is a low rate.

Mr. Salazar reported that a delegation from San Antonio's Friendship City of Tel Aviv, Israel will visit the Central Library on April 25, 2019 to meet with City Officials to discuss City of San Antonio initiatives, infrastructure projects, and other initiatives spearheaded by the City and that he will deliver welcome remarks. He also reported that Dr. Anupam Ray, Consul General of India based in Houston is expected to visit Central Library on April 28, 2019 and present the San Antonio Public Library with a donation of books in recognition of the 150<sup>th</sup> birthday anniversary of Mahatma Gandhi.

Mr. Salazar reported on Young Pegasus Poetry Award Ceremony on Sunday, May 5, 2019 at 2 p.m. at Guadalupe Theatre. He also reported that the recently published biography "Spirit: The Life and Art of Jesse Trevino" will be featured at the Central Library on May 14. Robert Rivard, Editor of the *Rivard Report*, will moderate a discussion between author Anthony Head and San Antonio artist Jesse Trevino (two of his works are also part of Central Library's permanent collection). Mr. Salazar noted a flyer for the event is available was included in the packets. He reported on the San Antonio Public Library's participation in the Dia de los Ninos event at Plaza Guadalupe.

Lastly, Mr. Salazar reported on the retirement of Children's Coordinator Viki Ash, Ph.D. He thanked Dr. Ash for her 15 years of dedicated service to the San Antoni Public Library. Dr. Ash gave brief remarks.

## **BUDGET REPORT**

Kathy Donellan, Assistant Library Director, delivered a budget report covering the month of March 2019. She reported that spending against the budget is 52%, which is a little ahead of schedule, and the Library Department is projected to be at budget by year end. She also reported that Vacancy Review process was reinstated through the City of

San Antonio's Human Resources Department and Office of Management and Budget.

## **COMMITTEE REPORTS**

### **Executive Committee**

Board Chair Paul Stahl reported that the Executive Committee met on Tuesday, April 16, 2019 to set the agenda.

### **Budget Committee**

Assistant Library Director, Kathy Donellan, reported that the Budget Committee met with the Public Relations Committee on April 4, 2019 and noted Caitlin Cowart, Community and Public Relations Manager, would provide an update during Public Relations Committee report.

Ms. Donellan also reported that the Budget Committee met following the conclusion of the Joint Meeting on April 4, 2019 to discuss:

- Budget exercise/ tie breaker
- Revenue submissions
- Budget Calendar on May 8th

### **Facilities Committee**

Board Chair Paul Stahl noted 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**

Public Relations Committee Chair Jean Brady reported that the Public Relations Committee met in a Joint Committee Meeting with the Budget Committee on April 4, 2019. Caitlin Cowart, Community and Public Relations Manager, delivered a presentation with an overview on the Library Board's Budget Awareness Plan. Ms. Cowart responded to question from Library Trustees.

## **SPECIAL REPORTS**

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

Tracey Bennett, President of San Antonio Public Library Foundation expressed her appreciation for San Antonio Book Festival from Staff. She reported that over 18,000 people attended and the next Book Festival will take place on April 4, 2020. Ms. Bennett also expressed appreciation to Viki Ash and provided an updated on gifts received to benefit the Texana Resource Center and Family Connect in the Children's area at Central Library.

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

Beth Graham, President of the Friends of the San Antonio Public Library, presented to the Board of Trustees handouts on events. She reported on the importance of voting, promoted the Friends of Thousand Oaks book sale, and reactivation of Friends of Potranco. She expressed her thanks for the changes of the parking garage and expressed her congratulations to Viki Ash for her upcoming retirement.

### **STAFF REPORTS**

#### **Staff Report on the 2020 Census**

Berta Rodriguez, City of San Antonio Census Administrator, reported on the 2020 Census. She reported that the Library's liaison to the 2020 Census effort is Elma Nieto-Rodriguez, Public Services Administrator, and thanked Library Director Ramiro Salazar and Library Staff for their efforts related to the 2020 Census. Ms. Rodriguez presented slides and responded to questions from Library Trustees.

#### **Staff report on the Library's Marketing Strategic Plan**

Caitlin Cowart, Community and Public Relations Manager delivered a presentation on the San Antonio Public Library's Marketing Strategic Plan and responded to questions from Library Trustees.

### **New Business**

#### **Library Department's Fiscal Year 2020 Budget Development Process.**

Kathy Donellan, Assistant Library Director, delivered a presentation on the required exercise to identify reduction scenarios equaling three percent of the San Antonio Public Library's operating budget. Ms. Donellan presented two packages with proposed budget reductions to meet the criteria of the exercise. She responded to questions from Library Trustees.

Kathy Donellan, Assistant Library Director, delivered a presentation on proposed budget improvements in consideration for inclusion in the Fiscal Year 2020 Budget Development Process. Ms. Donellan noted the improvement proposals are in-line with the Library Board of Trustees' established budget priorities for the Fiscal Year 2020 budget development. Ms. Donellan responded to questions from Library Trustees.

Trustee Lupe Ochoa moved to select reductions from Option B (see below) and direct Library Staff to proceed with submission as part of the Fiscal Year 2020 Budget Development process. Trustee Judy Cruz seconded the motion. Trustees Judy Cruz, Linda Nairn, Lupe Ochoa, Juspreet Kaur, Marcie Ince, and Paul Stahl voted in favor of the motion. Trustees Jean Brady and Josie Uriegas Martinez opposed. The motion passed.

#### **Reduction Option B**

Reduced hours at:

Central Library by 30 hours per week

Pruitt Library by 16 hours per week

San Pedro Branch Library by 16 hours per week

Trustee Juspreet Kaur moved to select improvements as discussed and direct Library Staff to proceed with submission as part of the FY 2020 Budget Development process and authorize the Board Chair to send a letter to the San Antonio City Manager advocating for the budget improvements submitted as part of the Fiscal Year 2020 Budget Development process and strongly expressing concern regarding the submission to comply with the reduction exercise. Trustee Lupe Ochoa seconded the motion. None opposed. Motion passed

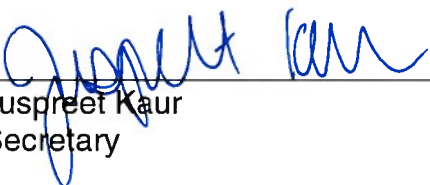
### **OLD BUSINESS**

There was no old business brought before the Library Board of Trustees.

Interlocal Agreement with Bexar County for Library Services was not discussed

### **Adjournment**

Meeting adjourned at 8:40 p.m.

  
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Juspreet Kaur  
Secretary