

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

The San Antonio Public Library Board of Trustees met in regular session on Wednesday, July 24, at 4:30 p.m. at the Central Library, 600 Soledad, San Antonio, TX 78205. The meeting was called to order at 4:40 p.m. by Paul Stahl, Chair.

**TRUSTEES PRESENT**

Jean Brady, Lora Devlon Eckler, Jo Ann Harris, Marcie Ince, Juspreet Kaur, Josie Uriegas Martinez, Linda Nairn, Lupe Ochoa, Andrea Sanchez, and Paul Stahl

**TRUSTEES ABSENT**

Judy Cruz (excused)

**EX OFFICIO LIAISONS PRESENT**

Beth Graham, Friends of the San Antonio Public Library  
Katie Kinder DeBauche, Director of Development of 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**

None

**ANNOUNCEMENTS**

Library Director Ramiro Salazar announced the following event:

- Public Meeting of Naming Committee: Naming of a space at Schaefer Branch Library in honor of Gloria Malone, August 3, 2019, 10:30 a.m. (Schaefer Branch Library)

**APPROVAL OF MINUTES**

Board Chair Paul Stahl brought forth the meeting minutes for June 26, 2019 for consideration. Trustee Jean Brady moved to approve the minutes. Trustee Lora Devlon Eckler seconded the motion. None opposed the motion. The motion passed.

**CHAIR'S REPORT**

Board Chair Paul Stahl reminded the Trustees, if on hold-over status or if term expiring in 2019, and Trustee would like to continue serving on the Library Board to please begin the process to reapply. The noted Library staff member Jessica Zurita is available to help or answer any questions. Mr. Stahl reported on attending the Public Library Association reception for Director Salazar upon assuming role as President of the Association and on the great turn out.

## TRUSTEES REPORT

Trustee Jo Ann Harris reported attending Public Library Association reception for Director Salazar, Lakeside Neighborhood Association Meeting, New Board member orientation, Friends of Carver Branch Library Meeting, Friends of Schaefer Branch Library Meeting, Poetry at Schaefer Branch Library, and visiting with District 2 Council Office.

Trustee Juspreet Kaur reported visiting Igo Branch Library and received an invite for upcoming Harry Potter themed event. She reported attending Friends of Igo Branch Library Booksale, Friends of the San Antonio Public Library Board Meeting, and Public Library Association reception for Director Salazar. She also reported attending California Libraries including ~~Santa Vista~~ Library(similar to Central Library) Ventura Library(idea for "booknook") and Santa Barbara Library(fine free program implemented).

*San Luis Obispo*

Trustee Josie Uriegas Martinez reported visiting with Branch Managers from Pan American, McCreless, and Mission Branch Libraries. She also commented on the parking situation at Central Library parking garage.

Trustee Marcie Ince reported checking out items and attending Friends of Brook Hollow Branch Library where they have an antique book holder auction online fundraiser. Library Trustees inquired about the auction.

Trustee Linda Nairn reported visiting District 10 Libraries: Tobin Library at Oakwell, Thousand Oaks Branch Library, and Semmes Branch Library and attending District 10 Neighborhood Meeting. She also reported checking out a DVD from Library.

Trustee Jean Brady reported on networking.

Trustee Lupe Ochoa reported visiting libraries and received great customer service. She also reported on Bazan Branch Library staff being very helpful.

## REPORT OF THE LIBRARY DIRECTOR

Library Director Ramiro S. Salazar referenced the written report and elaborated on the following:

Library Director Ramiro Salazar thanked the Library Trustees for the flowers and words of encouragement during his families' time of bereavement.

Director Salazar announced the promotion of Haley Holmes, Ph.D. to Public Services Administrator for Central Library.

Director Salazar provided an update on Central Library parking garage and reported meeting with John Jacks, Director of the Center City Development and Operations

Department, to manage the parking situation and work on solutions. Library Trustees responded with several concerns and suggestions. Director Salazar responded to questions from Library Trustees.

### **BUDGET REPORT**

Kathy Donellan, Assistant Library Director, reported no variances to report and the Library is on budget.

### **COMMITTEE REPORTS**

#### **Executive Committee**

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

#### **Budget Committee**

Budget Committee Chair Juspreet Kaur reported that the Budget Committee did not meet this reporting period.

#### **Facilities Committee**

Kathy Donellan, Assistant Library Director, reported the Facilities Committee met on July 10, 2019 regarding Bond schedule/update. Rich Walker, Project Control Manager, presented slides and Ms. Donellan responded to questions from Library Trustees.

#### **Naming Committee**

Naming Committee Chair Linda Nairn reported the Naming Committee did not meet this reporting period and the Committee will meet on August 3, 2019 at Schaefer Branch Library.

#### **Public Relations Committee**

Public Relations Committee Chair Jean Brady reported that the Public Relations Committee did not meet this reporting period.

### **SPECIAL REPORTS**

#### **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 upcoming events. She reported on Friends of Igo Branch Library booksale, meeting with District 10 Councilman Perry, Portranco Friends of the Library reconstituted as an active group, Friends of Pan American Branch Library meeting and Friends of Carver Branch Library voter deputy registrar initiative.

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

Katie Kinder DeBauche, Director of Development of San Antonio Public Library Foundation, reported on working on annual report and highlighting San Antonio Public Library, raising funds for Texana, announced the Catrina Ball for October 26, 2019, and closing 2019 Foundation Strategic Plan and starting years 2020-2025 of the plan.

## **NEW BUSINESS**

**Consider the proposed schematic design for Central Library - Texana Bond project and take appropriate action.**

Kathy Donellan, Assistant Library Director, introduced the item and the Marmon Mok Architect Team- Briant Harkiewicz, Partner, and Jennifer Gilbert, Senior Associate. Mr. Harkiewicz and Ms. Gilbert presented slides on the project overview, next steps, timeline, and responded to questions from Library Trustees. Library Trustees provided feedback.

Trustee Jean Brady made a motion to accept the proposed schematic design for Central Library - Texana Bond project. Trustee Juspreet Kaur seconded the motion. None opposed the motion. Motion passed.

## **STAFF REPORTS**

Library Director, Ramiro Salazar, announced Adam Spana as Coordinator for Digital Services.

### **Report on the Texas Story Time initiative at the Pan American Branch Library.**

Cheryl Sheehan, Public Services Administrator, delivered a presentation on the success of the Texas Story Time initiative at the Pan American Branch Library. Ms. Sheehan responded to comments and questions from Library Trustees.

### **Report on The ReVisionaries, a Library Staff initiative.**

Haley Holmes, Ph.D., Public Services Administrator, delivered a presentation on The ReVisionaries, a Library Staff initiative. Dr. Holmes responded to comments and questions from Library Trustees.

### **Briefing regarding Senate Bill 1640 passed during the 86th Texas Legislature and relating to the open meetings law.**

Steve Whitworth Assistant City Attorney and Lee Seidlits, Assistant City Attorney delivered a presentation on Senate Bill 1640 passed during the 86th Texas Legislature and relating to the open meetings law. They both responded to comments and questions from Library Trustees.

## **NEW BUSINESS**

**Appointment of a three-person Nominating Committee to identify a slate of officers for Chair, Vice Chair, Secretary, and Treasurer to be elected during the September 2019 annual meeting.**

Paul Stahl, Chair presented the following Trustees members for appointment to the

Nominating Committee:

Committee Chair: Marcie Ince

Committee Members: Judy Cruz and Andrea Sanchez

Trustee Jean Brady made a motion to accept the appointment of Committee Chair: Marcie Ince and Committee Members: Judy Cruz and Andrea Sanchez to the Nominating Committee to identify a slate of officers for Chair, Vice Chair, Secretary, and Treasurer to be elected during the September 2019 annual meeting. Trustee Jo Ann Harris seconded the motion. None opposed the motion. Motion passed.

**Update regarding the Fiscal Year 2020 Budget Development for the Library Department and possible action.**

Library Director, Ramiro Salazar provided an update regarding the Fiscal Year 2020 Budget Development for the Library Department. Director Salazar reported meeting with the City Manager on July 10 to discuss the Library's budget with no decisions made but a positive outlook. He reported that proposed Fiscal Year 2020 budget will be presented by the City Manager to City Council on August 8, 2019. Director Salazar responded to questions from Library Trustees.

**OLD BUSINESS**

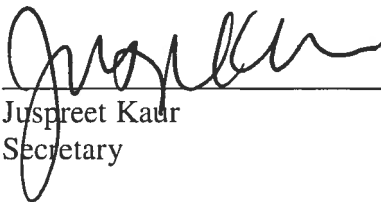
None

**Interlocal Agreement with Bexar County for Library Services**

Library Director Ramiro S. Salazar provided an update on the Interlocal Agreement. He noted Assistant City Manager, Lori Houston has communicated with County Manager Office regarding InterLocal Agreement (ILA). He responded to a question from Trustee Lora Devlon Eckler.

**Adjournment**

Trustee Marcie Ince moved to adjourn the meeting. Trustee Linda Nairn seconded the motion. None opposed. The motion passed. Meeting adjourned at 7:00 p.m.



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Juspreet Kaur  
Secretary