

**SAN ANTONIO PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
September 25, 2019**

The San Antonio Public Library Board of Trustees met in regular session on Wednesday, September 25, at 4:30 p.m. at the Central Library, 600 Soledad, San Antonio, TX 78205. The meeting was called to order at 4:41 p.m. by Paul Stahl, Chair.

TRUSTEES PRESENT

Jean Brady, Judy Cruz, Jo Ann Harris, Marcie Ince, Juspreet Kaur, Linda Nairn, Andrea Sanchez, and Paul Stahl

TRUSTEES ABSENT

Lora Devlon Eckler, Josie Uriegas Martinez, Lupe Ochoa (excused)

EX OFFICIO LIAISONS PRESENT

Beth Graham, Friends of the San Antonio Public Library
Tracey Bennett, President 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:

The Winds and Words of War exhibit in the Gallery through October 13 which had returned from a multi-year Bexar County and international Tour.

Mr. Salazar also announced Great Northwest Branch Library 25th Anniversary on Saturday, October 19 at 1 p.m. Mr. Salazar reported that an invitation has been extended to Councilmember Cabello - Havrda, Lora Eckler confirmed to deliver remarks, and that the celebration will be Fall Harvest themed.

APPROVAL OF MINUTES

Board Chair Paul Stahl brought forth the meeting minutes for August 28, 2019 for consideration. Trustee Linda Nairn moved to approve the minutes. Trustee Marcie Ince seconded the motion. None opposed the motion. The motion passed.

Board Chair Paul Stahl brought forth the meeting minutes for September 5, 2019 for consideration. Trustee Jean Brady moved to approve the minutes. Trustee Jo Ann Harris seconded the motion. None opposed the motion. The motion passed.

CHAIR'S REPORT

Board Chair Paul Stahl reported attending Bond Oversight Committee meeting on Tuesday, September 24. Mr. Stahl also reminded the Board of the Board Work Session planned for the October 23, 2019 Board Meeting and to plan on a 4 hour meeting to cover Board Meeting and Work Session.

TRUSTEES REPORT

Trustee Jo Ann Harris reported attending District 2 Townhall meeting regarding budget, Special Call Board meeting, Open House at Carver Branch Library, Facilities Committee meeting, and meeting with Jorge Chavez, Branch Manager at Schaefer Branch Library.

Trustee Andrea Sanchez reported attending Nature Smart Kick-Off Event at Cortez Branch Library.

Trustee Judy Cruz reported attending Nopal carving workshop at Latino Collection Resource Center- Central Library, Come & Go Crafts at Landa Branch Library with son's kindergarten class, and San Antonio Public Library Foundation meeting.

Trustee Linda Nairn reported attending District 10 meeting, Friends of The Tobin Library at Oakwell meeting, and San Antonio Public Library Foundation meeting.

Trustee Marcie Ince reported sending thank you letter to Councilmember Courage and watching the eBook Press Conference. She also reported attending District 9 meeting, Nature Smart Kick-Off Event at Cortez Branch Library, and Friends of Brook Hollow Branch Library booksale event.

Trustee Jean Brady reported attending the Nature Smart Kick-Off Event at Cortez Branch Library, Landa Gardens Conservancy – Landa Nights, and being asked to serve on the San Antonio Public Library Foundation Strategic Planning Committee.

REPORT OF THE LIBRARY DIRECTOR

Library Director Ramiro S. Salazar reported for August 19, 2019 to September 15, 2019:

Library Director Ramiro Salazar reported on October 23, 2019 Board Meeting expected to last 4 hours to include:

- Board Meeting,
- Director Performance Evaluation and
- 90 minute Board Work Session

Mr. Salazar also reported on eBooksforall and participating in advocacy campaign to bring attention to MacMillan publishers change to their e-book purchase policy for libraries:

- Press conference at Nashville Public Library announcing the eBooksforall petition
- Conference Calls
 - Urban Library Council ebook Working Group
 - ALA EBook Work

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

Mr. Salazar reported on PLA Activities and attending Baker & Taylor Publisher's Summit in White Plains, N.Y. He also reported he would be delivering Staff Development Day Key Note speeches at Memphis and Tulsa City-County Libraries.

He also reported on 2020 Census and that United for Libraries invites Trustees to become Library Census Champions (E-mail forthcoming)

Mr. Salazar reported on Leadership changes and changes in staff assignments to include:

- Veronica Anderson – Interim Chief of Staff, Director's Office(while Jessica Zurita is on parental leave).
- Samantha Gordano – Central Reference Manager (change in status from interim)
- Heidi Novotny –Interim at Cody Branch Library Manager beginning 10/01/2019
- Julia Pouliot- Interim at the Brook Hollow Branch Library Beginning 10/10/2019

Mr. Salazar reported on Anguiano Plaque at Mission Branch Library and on Terry Ybanez, President of the Friends of Mission Branch Library, acknowledging the wonderful job on the sign for Mr. Roberto Anguiano

Cheryl Sheehan, Public Services Administrator, reported on Friends of Mission Library installing a non-permanent greenhouse in their Demonstration Garden and responded to questions and comments from Library Trustees.

Jacob Odland, Public Services Administrator, reported on the vandalism at Las Palmas Branch Library. Director Salazar apologized for the timeliness of information to the Board on the vandalism and reported on solutions. Mr. Odland and Mr. Salazar responded to questions and comments from Library Trustees.

BUDGET REPORT

Gabriella Rauschuber, Department Fiscal Administrator, delivered a budget report covering the month of August 2019. She reported that 92% of the fiscal year has lapsed with 92%spent.

COMMITTEE REPORTS

Executive Committee

Board Chair Paul Stahl reported that the Executive Committee met on Tuesday, September 17, 2019 to set the agenda for the September Board Meeting.

Budget Committee

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

Facilities Committee

Facilities Committee Chair Andrea Sanchez reported the Facilities Committee met on September 11, 2019.

Project Control Manager Rich Walker delivered a project update report on Brook Hollow Branch Library sidewalk design and responded to comments and questions from Library Trustees.

Naming Committee

Naming Committee Chair Linda Nairn reported the Naming Committee met on September 10, 2019 to discuss follow up to the request to add Andres D. Sarabia's name to the Las Palmas Branch Library. Board Chair Paul Stahl will send a letter to the Sarabia Family.

Public Relations Committee

Public Relations Committee Chair Jean Brady reported that the Public Relations Committee met on September 18, 2019.

Caitlin Cowart, Community and Public Relations Manager, delivered a presentation on San Antonio Public Library's partnership with The Children's Hospital of San Antonio and responded to comments and questions from Library Trustees.

NEW BUSINESS

Review and consider Proposed Master Plan design Schaefer Branch Library

Kathy Donellan, Assistant Director introduced the item and Larry Clark, Architect for *Bender Wells Clark Design*. Mr. Clark delivered presentation on the proposed master plan design for Schaefer Branch Library. Ms. Donellan responded to comments and questions from Library Trustees.

Trustee Jean Brady made a motion to accept the proposed master plan design for Schaefer Branch Library. Trustee Juspreet Kaur seconded the motion. None opposed the motion. Motion passed.

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 Booksale coming up on September 22, 2019 and on Friends of the San Antonio Public Library membership recruitment workshop.

San Antonio Public Library Foundation

Tracey Bennett, President of San Antonio Public Library Foundation, reported on Catrina Ball. She also reported on her departure from San Antonio Public Library Foundation at the end of the year. Director Salazar acknowledged Ms. Bennett for San Antonio Public Library Foundation's support and contributions on behalf of Library Staff. Board Chair Paul Stahl also acknowledged Ms. Bennett and expressed his appreciation of dedication to San Antonio Public Library.

STAFF REPORTS

Report from Library Staff regarding on the Migrant Resource Center Report

Elma Nieto-Rodriguez, Public Services Administrator, delivered a report on the Migrant Resource Center. Ms. Nieto-Rodriguez responded to comments and questions from Library Trustees. Director Salazar expressed being proud of San Antonio Public Library and City of San Antonio for being supportive of the Migrant Resource Center.

NEW BUSINESS

Review and Consider approval of the San Antonio Public Library's holiday schedule for Fiscal Year 2020

Heidi Kluber, Assistant to the Director, presented proposal on San Antonio Public Library's holiday schedule for Fiscal Year 2020 and responded to questions from Library Trustees.

Proposed Library holiday schedule for Fiscal Year 2020:

closed on November 11, 2019; November 27, 2019(close at 6pm); November 28, 2019; November 29, 2019; December 24, 2019; December 25, 2019; December 26, 2019; December 31, 2019; January 1, 2020; January 20, 2020; April 12, 2020; April 24, 2020; May 25, 2020; July 3, 2020; July 4, 2020; and September 7, 2020

Trustee Jean Brady made a motion to accept the proposed San Antonio Public Library's Holiday schedule for Fiscal Year 2020. Trustee Andrea Sanchez seconded the motion. None opposed the motion. Motion passed.

Review and consider approval of the Fiscal Year 2020 meeting locations for the Library Board of Trustees

Jessica Zurita, Chief of Staff, reported on the proposed schedule of meeting locations for the Fiscal Year 2020 Board Meetings and the methodology to determine the meeting locations.

Trustee Judy Cruz moved to accept the Fiscal Year 2020 meeting locations as proposed. Trustee Juspreet Kaur seconded the motion. None opposed the motion. The motion passed.

Election of the San Antonio Public Library Board of Trustees Officers for Fiscal Year 2020 in accordance with the Library Board of Trustees By-laws

Nominating Committee Chair Marcie Ince presented the slate of officers as recommendations by the Nominating Committee:

Chair, Paul Stahl
Vice Chair, Linda Nairn
Secretary, Juspreet Kaur
Treasurer, Judy Cruz

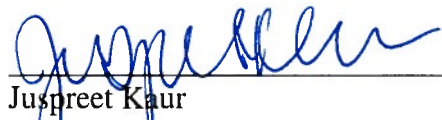
Board Chair, Paul Stahl asked if there were any nominations from the floor for each Officer position. There were none. Mr. Stahl called for a vote of the slate of Officers as presented. The Board voted unanimously to accept the slate of Officers as presented.

OLD BUSINESS

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

Adjournment

Trustee Marcie Ince moved to adjourn the meeting. Trustee Linda Nairn seconded the motion. None opposed. The motion passed. Meeting adjourned at 6:56 p.m.



Juspreet Kaur
Secretary