

SAN ANTONIO PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
December 2, 2020

The San Antonio Public Library Board of Trustees met in regular session on Wednesday December 2, 2020 at 4:30 p.m. in a videoconference, San Antonio, TX. The meeting was called to order at 4:42 p.m. by Paul Stahl, Chair.

TRUSTEES PRESENT

Jean Brady, Judy Cruz, JoAnn Harris, Marcie Ince, Juspreet Kaur, Sydney Knowles, Josie Martinez, Linda Nairn Lupe Ochoa, Andrea Sanchez, and Paul Stahl

TRUSTEES ABSENT

None

EX OFFICIO LIAISONS PRESENT

Amy Hone, Executive Director, 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 and keep healthcare workers in their thoughts.

PUBLIC COMMENT

There were no public comments.

ANNOUNCEMENTS

Library Director Ramiro Salazar announced the following:

- Virtual Celebration of San Pedro Branch Library's 90th Anniversary took place on Saturday, November 14, 2020 and went well
- Virtual Celebration of the Encino Branch Library's 5th Anniversary is scheduled for Saturday, December 5, 2020. Quotes and Videos will be uploaded on Library's website at 10 a.m. and birthday treats are available via Contact Free Pickup at Encino Branch Library
- Virtual Celebration of the Carver Branch Library's 90th Anniversary is scheduled for Saturday, December 12, 2020. Quotes and Videos will be uploaded on Library's website at 10 a.m. and birthday treats are available via Contact Free Pickup at Carver Branch Library

APPROVAL OF MINUTES

Board Chair Paul Stahl brought forth the meeting minutes for October 28, 2020 for consideration. Trustee Jean Brady moved to approve the minutes. Trustee Linda Nairn seconded the motion. A roll call vote was conducted. Trustee Josie Uriegas Martinez was not present at this time. None opposed the motion. The motion passed.



CHAIR'S REPORT

Board Chair Paul Stahl welcomed new Trustee Sydney Knowles appointed on November 12, 2020 to represent District. Mr. Stahl expressed being very excited to have Ms. Knowles as a member of the Library Board of Trustees. Ms. Knowles gave a brief introduction of herself to the Board.

Mr. Stahl reported providing a New Trustee orientation to Sydney Knowles November 20, 2020. Library Director Ramiro Salazar also participated in the New Trustee orientation.

Mr. Stahl reported on letter from the Board to the City Manager, Erik Walsh, regarding Library Director's Fiscal Year 2020 Evaluation.

REPORT OF THE LIBRARY DIRECTOR

Library Director Ramiro S. Salazar reported on the following:

City of San Antonio updated the Risk Indicator today and moved from Mild to Moderate (yellow). He noted the City tracks several indicators that together inform the Risk Level:

- Two Week Decline in Cases has not happened and is at the critical level
- Positivity Rate is increasing and at the severe level
- Hospital trends are at the Moderate level
- Hospital Street is at the Mild level
- Testing Capacity, Doubling Rate and Contract tracing is at the low level

Mr. Salazar informed the Board that the Library is monitoring the City's Risk Indicator closely and will let the Board know if the decision has been made to move back to Phase 2.

Mr. Salazar also reported on his productive meeting with District 5 Councilwoman Shirley Gonzales to discuss the project schedule for the Memorial Branch Library.

BUDGET REPORT

Gabriella Rauschuber, Department Fiscal Administrator, delivered the Library's budget report covering the month of October 2020 - a brief overview of 1st report of FY2021. She reported 8% of the fiscal year has lapsed and the Library is at 12% spent, 9% without encumbrances. Ms. Rauschuber reported being slightly ahead due to COVID-19 safety and an increase in turnover target due to hiring freeze. She also reported a major gift approval of \$21,000 from San Antonio Public Library Foundation from 2020-2021. Ms. Rauschuber responded to questions from the Library Trustees.

COMMITTEE REPORTS

Executive Committee

Board Chair Paul Stahl reported that the Executive Committee met on Tuesday, November 10, 2020 to set the agenda for the December 2020 Board Meeting.

Budget Committee

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

Facilities Committee

Assistant Director Kathy Donellan reported that the Facilities Committee met briefly on November 12, 2020 to discuss Encino Branch Library Playground which is an action item in the New Business portion of the agenda.

Naming Committee

Committee Chair Linda Nairn reported that the Naming Committee met on November 10, 2020 by phone to discuss San Antonio Public Library Foundation's donation for Forest Hill Branch Library's Children's Area which is an action item the New Business portion of the agenda.

Public Relations Committee

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

SPECIAL REPORTS**San Antonio Public Library Foundation**

Amy Hone, Executive Director for the San Antonio Public Library Foundation reported on the Foundation's mission not just being about fundraising but also about new developing partnerships. Ms. Hone commended Library Director Ramiro Salazar and Library Staff for meeting with *Snack Pak 4 Kids* and helping create a great pilot plan and for building a great partnership.

Friends of the San Antonio Public Library

No report given

NEW BUSINESS

Consider the naming of the Children's Area in the Forest Hills Branch Library "The Betty Kelso Children's Area" in recognition of a donor in accordance with the Library Board's approved naming opportunities and Board policy and take appropriate action

Assistant Director Dale McNeill delivered a presentation on the naming of the Children's Area in the Forest Hills Branch Library "The Betty Kelso Children's Area" in recognition



of a donor in accordance with the Library Board's approved naming opportunities and Board policy. Mr. McNeill responded to comments and questions from the Library Trustees.

Trustee Juspreet Kaur made a motion to approve naming of the Children's Area in the Forest Hills Branch Library "The Betty Kelso Children's Area" in recognition of a donor in accordance with the Library Board's approved naming opportunities and Board policy. Trustee Marcie Ince seconded the motion. A roll call vote was conducted. None opposed the motion. The motion passed.

Consider the design for the Encino Branch Library Playground and take appropriate action

Assistant Director Kathy Donellan delivered a presentation on the proposed design for the Encino Branch Library Playground. Ms. Donellan responded to comments and questions from the Library Trustees.

Trustee Jean Brady made a motion to approve the design for the Encino Branch Library Playground and Exercise Area as presented. Trustee Marcie Ince seconded the motion. A roll call vote was conducted. None opposed the motion. The motion passed.

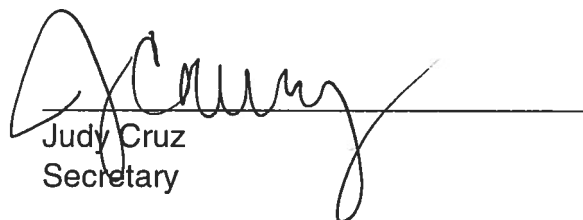
OLD BUSINESS

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

Adjournment

Trustee Marcie Ince moved to adjourn the meeting. Trustee Judy Cruz seconded the motion. None opposed. Meeting adjourned at 5:41 p.m.

After meeting Virtual Holiday Reception


Judy Cruz
Secretary