

**SAN ANTONIO PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
March 24, 2021**

The San Antonio Public Library Board of Trustees met in regular session on Wednesday March 24, 2021 at 4:30 p.m. in a videoconference, San Antonio, TX. The meeting was called to order at 4:36 p.m. by Paul Stahl, Chair.

TRUSTEES PRESENT

Jean Brady, Judy Cruz, JoAnn Harris, Marcie Ince, Juspreet Kaur, 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

Written comment from Enrique Buendia regarding program suggestions for San Antonio Public Library to be made available to patrons during COVID -19 was read to the Board of Trustees by Chief of Staff Jessica Zurita.

ANNOUNCEMENTS

Library Director Ramiro Salazar reported San Antonio City Manager Erik Walsh appointed two new Assistant City Managers: Jeff Coyle and Alex Lopez. As a result, the Library Department has been assigned under the leadership of Assistant City Manager David McCary. Mr. Salazar noted other City Departments reporting to Mr. McCary are:

- Solid Waste,
- Animal Care Services,
- Parks and Recreation,
- Office of Sustainability and
- Office of Equity

Mr. Salazar noted that plans for a "Meet and Greet" with City Manager David McCary are being discussed. He expressed appreciation to Assistant City Manager Lori Houston for her support to the Library.



Assistant City Manager David McCary introduced himself and expressed being honored to work with the Library Team. Mr. Salazar and Mr. McCary responded to comments and questions from the Library Trustees.

APPROVAL OF MINUTES

Board Chair Paul Stahl brought forth the meeting minutes for February 24, 2021 for consideration and thanked Vice Chair Juspreet Kaur for presiding over the February 2021 Board Meeting in his absence.

Trustee Andrea Sanchez moved to approve the minutes. Trustee Jean Brady seconded the motion. A roll call vote was conducted. Trustees Juspreet Kaur and Josie Martinez were not present at this time. None opposed the motion. The motion passed.

CHAIR'S REPORT

Board Chair Paul Stahl thanked the Trustees for submitting Financial Disclosure Reports.

TRUSTEES REPORT

Trustee Marcie Ince asked a question regarding the *Connected Beyond the Classroom* digital inclusion pilot program. Trustee Lupe Ochoa also inquired about the status of the proposed pilot program. Library Director Ramiro Salazar reported that a report on the initiative will be provided at the next Board meeting.

REPORT OF THE LIBRARY DIRECTOR

Library Director Ramiro S. Salazar reported that Item 17(review proposed plans for the escalator from the second and third floors of the Central Library as part of the 2017 Bond Program) on the agenda is being pulled by Library Staff. Mr. Salazar also reported on the following:

COVID-19 Update

- Mr. Salazar noted Library Administration continues monitor the City of San Antonio's key indicators.
- The Library is currently in Phase 3 of Library Services
- It is expected the City, including the Library will move into the next phase very soon. Awaiting direction from City Leadership and Metro Health.

Assistant Director Kathy Donellan provided a detailed report regarding Library Buildings after the Winter Storm (February 2021). She noted ten (10) libraries sustained some damage as a result of the storm. She stated ten (10) locations did not open the Friday after the storm and eight (8) libraries were able to reopen the Saturday immediately after the storm. Two (2) locations, Central Library and Forest Hills Branch, sustained substantial damage. Ms. Donellan responded to questions from Library Trustees.

BUDGET REPORT



Gabriella Rauschuber, Department Fiscal Administrator, delivered the Library's monthly budget report covering through February 2021. She reported 42% of the fiscal year has lapsed and the Library is at 41% spent, 39% without encumbrances. Ms. Rauschuber reported on that there are no major updates from the last report. Ms. Rauschuber also reported the Library is close to spending the gift from the Library Foundation in 2020, some of which has been reprogrammed to 2021 due to the pandemic. She thanked the San Antonio Public Library Foundation and Friends of San Antonio Public Library for their continued support.

COMMITTEE REPORTS

Executive Committee

Board Chair Paul Stahl reported that the Executive Committee met on Tuesday, March 16, 2021 to review and set the agenda for March 2021 Board Meeting and to discuss the proposed Freedom of Expression Board policy.

Budget Committee

Committee Chair Juspreet Kaur reported that the Budget Committee met on March 18, 2021. Assistant Director Kathy Donellan reported on:

- Thank you notes to Stakeholders during COVID-19,
- A 'Return Library Materials' campaign and
- Budget development calendar for Fiscal Year 2022 and highlighted key dates

Facilities Committee

Committee Chair Andrea Sanchez reported that the Facilities Committee did not meet this reporting period.

Naming Committee

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

Public Relations Committee

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

Ad Hoc 2022 Bond Committee

Committee Chair Jean Brady reported that the Ad Hoc 2022 Bond 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 that on the following two (2) internal programs are expected to resume operations on



August 1, 2021:

- Born to Read
- Literary Caravan - to align with Children's program at San Antonio Public Library

Friends of the San Antonio Public Library

Not present- no report provided

STAFF REPORT

Update on State and Federal Legislative items related to public libraries

Chief of Staff Jessica Zurita delivered a presentation on State and Federal Legislative items related to public libraries.

NEW BUSINESS

Consider amending the Fiscal Year 2021 Library Holiday Schedule to remove the Fiesta San Jacinto holiday, April 23, 2021 due to Fiesta being rescheduled

Assistant Director Dale McNeill delivered a presentation on amending the Fiscal Year 2021 Library Holiday Schedule to remove the Fiesta San Jacinto holiday, April 23, 2021 due to Fiesta being rescheduled. Mr. McNeill responded to comments and questions from the Library Trustees.

Trustee Jean Brady made a motion to approve amending the Fiscal Year 2021 Library Holiday Schedule to remove the Fiesta San Jacinto holiday, April 23, 2021 due to Fiesta being rescheduled. Trustee Marcie Ince seconded the motion. A roll call vote was conducted. None opposed the motion. The motion passed.

Consider authorizing an agreement for use of space at the Landa Branch Library by the Monte Vista Historical Association in exchange for annual financial gift of seven thousand two hundred dollars (\$7,200) payable at the rate of \$600 per month for the maintenance and preservation of the Landa Branch Library.

Assistant Director Dale McNeill delivered a presentation to consider authorizing an agreement for use of space at the Landa Branch Library by the Monte Vista Historical Association in exchange for annual financial gift of seven thousand two hundred dollars (\$7,200) payable at the rate of \$600 per month for the maintenance and preservation of the Landa Branch Library. Mr. McNeill responded to comments and questions from the Library Trustees.

Trustee Marcie Ince made a motion to approve authorizing an agreement for use of space at the Landa Branch Library by the Monte Vista Historical Association in



exchange for annual financial gift of seven thousand two hundred dollars (\$7,200) payable at the rate of \$600 per month for the maintenance and preservation of the Landa Branch Library. Trustee Lupe Ochoa seconded the motion. A roll call vote was conducted. None opposed the motion. The motion passed.

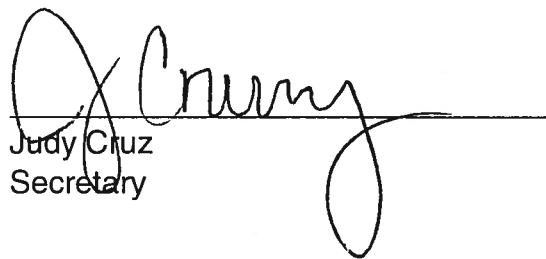
OLD BUSINESS

Review proposed plans for the escalator from the second and third floors of the Central Library as part of the 2017 Bond Program and take appropriate action

Item pulled by Library Staff and not discussed

Adjournment

Meeting adjourned at 5:55 p.m.



Judy Cruz
Secretary