

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

The San Antonio Public Library Board of Trustees met in regular session on Wednesday February 24, 2021 at 4:30 p.m. in a videoconference, San Antonio, TX. The meeting was called to order at 4:38 p.m. by Juspreet Kaur, Vice Chair.

TRUSTEES PRESENT

Jean Brady, Judy Cruz, JoAnn Harris, Marcie Ince, Juspreet Kaur, Linda Nairn, Lupe Ochoa

TRUSTEES ABSENT

Josie Martinez, Andrea Sanchez, and Paul Stahl

EX OFFICIO LIAISONS PRESENT

John Costello, President, Friends of the San Antonio Public Library
Amy Hone, Executive Director, San Antonio Public Library Foundation

SILENT MEDITATION

Vice Chair Juspreet Kaur asked the Trustees to observe a few moments of silence to bring their attention to the work before them this evening and all those affected by the extreme storms last week in their thoughts.

PUBLIC COMMENT

There were no public comments.

ANNOUNCEMENTS

Library Director Ramiro Salazar reported on the Virtual Community Meeting for Memorial Branch Bond Project being rescheduled to Thursday, February 25, 2021 at 6p.m. The meeting was rescheduled from the prior week due to a weather emergency.

APPROVAL OF MINUTES

Vice Chair Juspreet Kaur brought forth the meeting minutes for January 27, 2021 for consideration. Trustee Marcie Ince moved to approve the minutes. Trustee Linda Nairn seconded the motion. A roll call vote was conducted. Trustee Jean Brady was not present at this time. None opposed the motion. The motion passed.

CHAIR'S REPORT

Vice Chair Juspreet Kaur reported that Board Chair Paul Stahl is away for business and unable to attend today's meeting and reminded the Board to complete Financial Disclosure Report for City of San Antonio by March 31, 2021.

TRUSTEES REPORT

Trustee JoAnn Harris reported on attending Friends of Carver Branch Library 2nd Annual

Published African American Authors event. Ms. Harris expressed being impressed with the event having over 30 published authors ranging from the ages of nine to ninety-nine.

Trustee Linda Nairn reported that February 10, 2021 was *National Have a Brownie Day* and how she delivered brownies to all Library Staff at District 10 branches. Ms. Nairn also reported on Semmes Branch Library having roof issues from the recent storm and how quickly the roof was repaired.

REPORT OF THE LIBRARY DIRECTOR

Library Director Ramiro S. Salazar reported on the following:

Update: Emergency Weather Response

- Libraries remained closed all week
- As of Tuesday, February 16 all but two 2 branches reopened after the storm
- As of today, all but one Library location, Forest Hills Branch (flooding issues), has reopened to provide Library services to the public except for those Libraries under renovations.
- Acknowledged being proud of all Library Staff, especially Facilities staff responded to calls for assistance during the weather emergency and Librarians who checked on their facilities
- A special acknowledgement to Assistant Director Kathy Donellan for providing great assistance with all updates on the Library facilities.

COVID-19: Phase 3 of Library Services

- Library Administration continues to closely monitor the City of San Antonio COVID-19 dashboard and indicators.
- Resumed computer services at the Phase 3 service level. (The number of available sessions was reduced when the City of San Antonio's indicator level was changed to Severe.)

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

BUDGET REPORT

Gabriella Rauschuber, Department Fiscal Administrator, delivered the Library's monthly budget report covering through January 2021. She reported 33% of the fiscal year has lapsed and the Library is at 35% spent, 32% without encumbrances. Ms. Rauschuber reported on monitoring expenditures and adding in 2021 gifts from San Antonio Public Library Foundation and Friends of San Antonio Public Library to the report.

COMMITTEE REPORTS

Executive Committee

Vice Chair Juspreet Kaur reported that the Executive Committee met on Friday,

February 19, 2021 to set the agenda for February 2021 Board Meeting.

Budget Committee

Committee Chair Juspreet Kaur reported that the Budget Committee met on February 3, 2021. Assistant Director Kathy Donellan reported that the Budget Committee held their first meeting of the year regarding:

- City of San Antonio's Budget process
- Sending thank you notes to Stakeholders
- Reaching out to patrons regarding checked out materials

Facilities Committee

Assistant Director Kathy Donellan reported that the Facilities Committee met on February 10, 2021. Rich Walker, Project Control Manager, delivered a report on the following updates:

- Forest Hill Branch Library 2017 Bond Project and subsequent weather-related damages
- McCreless Branch Library 2017 Bond Project
- San Pedro Branch Library renovations

Ms. Donellan and Mr. Walker responded to comments and questions from the Library Trustees.

Naming Committee

Committee Chair Linda Nairn reported that the Naming Committee met on February 9, 2021 and an action item will be presented later in 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.

Ad Hoc 2022 Bond Committee

Committee Chair Jean Brady reported that the Ad Hoc 2022 Bond Committee met on February 4, 2021 and an action item will be presented later in the New Business portion of the agenda.

SPECIAL REPORTS

San Antonio Public Library Foundation

Amy Hone, Executive Director for the San Antonio Public Library Foundation thanked the Library Trustees for all their kind words and that she shared them with her Team. Ms. Hone reported on:

- Cancelled Executive Committee meeting due to power loss
- Reorganizing Annual Report from June-July to going to calendar year

- *Snack Pak 4 Kids* - had a pause in funding and San Antonio Public Library Foundation is identifying additional funding opportunities
- Plans are underway for Catrina Ball 2021

Friends of the San Antonio Public Library

John Costello, President of Friends of the San Antonio Public Library, thanked the Library Team for all their support and reported on moving to online book sales in mid-March and the BookCellar re-opening date being undecided at this time.

STAFF REPORT

Report on the San Antonio Public Library's "Library on the Go" initiative

Jake Odland, Public Service Administration, delivered a presentation on the San Antonio Public Library's "Library on the Go" initiative. Mr. Odland responded to comments and questions from the Library Trustees.

Consider the naming of the children's area in Memorial Branch Library "The Greehey Family Foundation Children's Area" in recognition of a donor in accordance with the San Antonio Public 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 Memorial Branch Library "The Greehey Family Foundation Children's Area" in recognition of a donor in accordance with the San Antonio Public Library Board's approved naming opportunities and Board policy.

Trustee Lupe Ochoa made a motion to approve the naming of the children's area in Memorial Branch Library "The Greehey Family Foundation Children's Area" in recognition of a donor in accordance with the Library Board's approved naming policy. Trustee Jean Brady seconded the motion. A roll call vote was conducted. None opposed the motion. The motion passed.

Consider new Freedom of Expression Policy, providing guidance about use of library property for demonstrations, petition gathering and other similar activities

Cheryl Sheehan, Public Services Administrator, delivered a presentation on a draft Board Policy - Freedom of Expression Policy, providing guidance about use of library property for demonstrations, petition gathering and other similar activities. Steve Whitworth, Assistant City Attorney, was available for questions.

Ms. Sheehan and Mr. Whitworth responded to comments and questions from the Library Trustees.

Trustee Jean Brady made a motion to postpone this item until April 2021. Trustee JoAnn Harris seconded the motion. Trustees deliberated regarding the motion. A roll call vote was conducted. Trustee Judy Cruz was not present at this time. None opposed the motion. The motion passed.

Consider endorsement of the preliminary Library Bond Projects to move forward in the process for the development of the 2022 City of San Antonio Bond Program and take appropriate action.

Assistant Director Kathy Donellan delivered a presentation on the endorsement of the preliminary Library Bond Projects to move forward in the process for the development of the 2022 City of San Antonio Bond Program. Ms. Donellan responded to comments and questions from the Library Trustees.

Trustee Lupe Ochoa made a motion to approve the endorsement of the preliminary Library Bond Projects to move forward in the process for the development of the 2022 City of San Antonio Bond Program. Trustee JoAnn Harris seconded the motion. A roll call vote was conducted. Trustee Judy Cruz was not present at this time. 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 2022 Bond Program and take appropriate action

Library Director Ramiro Salazar delivered a presentation of the proposed plans for the escalator from the second and third floors of the Central Library as part of the 2017 Bond Program. Mr. Salazar responded to comments and questions from the Library Trustees.

Trustee Lupe Ochoa made a motion to accept the proposed plans for the escalator from the second and third floors of the Central Library as part of the 2017 Bond Program. Trustee Linda Nairn seconded the motion. Trustees deliberated regarding the motion. A roll call vote was conducted. Trustee Judy Cruz was not present at this time. Trustees Jean Brady, JoAnn Harris, Juspreet Kaur, Marcie Ince, and Linda Nairn opposed the motion. Trustee Lupe Ochoa voted in favor of the motion. The motion failed.

Trustee Jean Brady made a motion to postpone this item until March 2021. Trustee Marcie Ince seconded the motion. A roll call vote was conducted. Trustee Judy Cruz was not present at this time. None opposed the motion. The motion passed.

Adjournment

Trustee Linda Nairn moved to adjourn the meeting. Trustee JoAnn Harris seconded the

motion. None opposed. Meeting adjourned at 7:17 p.m.


Judy Cruz
Secretary