

SAN ANTONIO PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
April 28, 2021

The San Antonio Public Library Board of Trustees met in regular session on Wednesday April 28, 2021 at 4:30 p.m. in a videoconference, San Antonio, TX. The meeting was called to order at 4:39 p.m. by Paul Stahl, Chair.

TRUSTEES PRESENT

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

TRUSTEES ABSENT

Josie Martinez

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

Board Chair Paul Stahl asked the Trustees to observe a moment 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 was read to the Board of Trustees by Chief of Staff Jessica Zurita regarding delaying painting at Central Library until the pandemic is over and that San Antonio Public Library should instead focus on other outdoor Library services. Mr. Buendia also gave other suggestions on programs the Library should support with funds.

Vice Chair Kaur assumed the role of Presiding Office due to technological issues experienced by the Board Chair Paul Stahl.

ANNOUNCEMENTS

Library Director Ramiro Salazar announced:

- May 4, 2021 - Mission Branch Library 10th Anniversary celebration
- May 4, 2021 - San Pedro Branch Library reopens after building improvements
- May 15, 2021 - Parman Branch Library 10th Anniversary celebration

Assistant City Manager David McCary reported on being excited about learning the history of all the branches within San Antonio Public Library. Mr. McCary reported on renewing his Library card at Landa Branch Library and on being impressed with all Library staff. He also expressed being proud of the professionalism at the Library.



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

APPROVAL OF MINUTES

Presiding Officer Juspreet Kaur brought forth the meeting minutes for March 24, 2021 for consideration.

Trustee JoAnn Harris moved to approve the minutes. Trustee Marcie Ince seconded the motion. A roll call vote was conducted. Trustee Andrea Sanchez was not present at this time. None opposed the motion. The motion passed.

Board Chair Paul Stahl assumed role as Presiding Officer.

CHAIR'S REPORT

Board Chair Paul Stahl reported on recording a video for the anniversary celebration for the Cortez Branch Library and meeting with Library Director Ramiro Salazar regarding Board items.

TRUSTEES REPORT

Trustee Juspreet Kaur reported on meeting with Board Chair Paul Stahl and Library Director Ramiro Salazar for a planning discussion. Ms. Kaur also reported on voting at Igo Branch Library and on being pleased with the voting line being fast and orderly and with the markings for social distancing. Ms. Kaur reported on encouraging others to go out and vote.

Trustee Linda Nairn reported on voting at The Tobin Library at Oakwell and, although the voting line was long, the process was pleasant and the line was quick moving. Ms. Nairn also reported on hearing people commenting on going back into the Libraries.

Trustee Joann Harris reported that voting at Schafer Branch Library was very nice and there was no line.

Marcie Ince reported that voting at Brook Hollow Branch Library went well and quick. Ms. Ince also reported on attending Friends of Brook Hollow Virtual Meeting and there was a good turn-out and excitement about *brisk browsing*.

REPORT OF THE LIBRARY DIRECTOR

Library Director Ramiro S. Salazar reported on libraries serving as early voting sites for the May 2021 Election. The early voting period concluded on Tuesday, April 27, 2021. During early voting, 61% of total in person votes were cast in a Library. Mr. Salazar acknowledged the support of Library staff during the early voting period.

Mr. Salazar also reported on attending the Texas Library Association Conference and participating in the following two panel sessions:

- Latino Leaders
- Navigating E-Books



Mr. Salazar reported on participating on the interview panel for Executive Director for the Public Library Association as well as a Publishers Weekly panel discussion. Finally, Mr. Salazar noted he will be out all next week, May 2 - 7 without telephone connection or email access.

BUDGET REPORT

Gabriella Rauschuber, Department Fiscal Administrator, delivered the Library's monthly budget report covering through March 2021. Ms. Rauschuber reported over half of the fiscal year has lapsed and the Library is at 50% spent, 47% without encumbrances and being slightly under budget.

COMMITTEE REPORTS

Executive Committee

Board Chair Paul Stahl reported that the Executive Committee met on Tuesday, April 20, 2021 to review and set the agenda for April 2021 Board Meeting.

Budget Committee

Assistant Director Kathy Donellan reported that the Budget Committee did not meet this reporting period and that the next meeting is scheduled for May 3, 2021 as a joint meeting with the Public Relations Committee.

Facilities Committee

Rich Walker, Project Control Manager reported that the Facilities Committee met virtually on April 14, 2021 and delivered a report with the following updates:

- Landa Branch Library Playground Repairs
- LTE Installations at Collins Garden and Bazan Branch Libraries
- Westfall Branch Library Security Improvements
- Weather Damage at Forest Hills Branch Library and Central Library
- McCreless Branch Library Bond Project
- Memorial Branch Library Bond Project
- San Pedro Branch Library renovations
- Schaefer Branch Library Trail Project

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

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 met on April 21, 2021. Heidi Kluber, Assistant to the Director, delivered a report on:

- Thank You Card Update
- Current & Upcoming Promotions
 - Early Voting
 - Summer with SAPL – summer reading program
 - Parman and Mission Branch Libraries Anniversaries
- Upcoming Library Promotions & Communications

Ad Hoc 2022 Bond Committee

Assistant Director Kathy Donellan reported that the Ad Hoc 2022 Bond Committee met on March 31, 2021 and delivered a report on:

- Public Works Department (PWD) presentation to City Council on the citywide bond program
- Overview on Bond 2022 schedule/timeline
- Next Ad Hoc 2022 Bond Committee
- July 2021 Board Meeting- Board of Trustees expected to take final action on recommends for the 2022 Bond Program and a letter to the City Manager

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

SPECIAL REPORTS

Friends of the San Antonio Public Library

John Costello, President of the Friends of the San Antonio Public Library reported on:

- Success with moving online to book sales
- link to Amazon shopping thru Friends of the San Antonio Public Library website
- Contributing Spanish books to the children at the Coliseum
- Excited about *Brisk Browsing*
- Appointed Board Member Marci Anguiano to head this year's Arts & Letters Awards - more info forthcoming

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

San Antonio Public Library Foundation

Amy Hone, Executive Director for the San Antonio Public Library Foundation reported on:

- Ms. Hone celebrated her one-year anniversary with San Antonio Public Library Foundation
- The Library Foundation Board will kick off to in-person meetings in July 2021 with San Antonio Public Library Foundation Board Builder Luncheon
- 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
- Catrina Ball held at the Convention Center in 2021

STAFF REPORT

Update on Library Services in a COVID 19 pandemic environment

Haley Holmes, Ph.D., Public Services Administrator delivered a presentation on updates on Library Services in a COVID-19 pandemic environment. She provided an overview of the new Brisk Browsing service, reiterated the services initiated previously and shared reaction from patrons upon reentering library locations.

Library Director Ramiro Salazar and Board Chair Paul Stahl commented on the great job Ms. Holmes has done on Library services during COVID-19 pandemic.

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.

Haley Holmes, Ph.D., Public Services Administrator delivered a presentation on the proposed plans for the escalator from the second and third floors of the Central Library as part of the 2017 Bond Program.

Assistant Director Kathy Donellan delivered a presentation on the process of proposed plans for the escalator from the second and third floors of the Central Library as part of the 2017 Bond Program and provided the Library Board with four different options.

Ms. Holmes, Ms. Donellan, and Kate Simpson Librarian III - Children's Services responded to comments and questions from the Library Trustees.

Trustee Lupe Ochoa made a motion to approve proposed option #1- Pony wall with tall doors 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. The Board deliberated the options presented by Library Staff. A roll call vote was conducted. Trustees Andrea Sanchez, Lupe Ochoa, Linda Nairn, Judy Cruz, and Paul Stahl voted in favor of the motion. Trustees Jean Brady, Joann Harris, Juspreet Kaur, and Marcie Ince 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.

Library Director Ramiro Salazar delivered a presentation to regarding the proposed Freedom of Expression Policy, providing guidance about use of library property for demonstrations, petition gathering and other similar activities.



Board Chair Paul Stahl stated he is referring proposed policy to the Ad Hoc Board Policies Committee whose charge is to deliberate and make recommendations to the Library Board of Trustees regarding existing Library Board policies.

Update regarding City of San Antonio's Connected Beyond the Classroom initiative

John Rodriguez, Assistant Director, Information and Technology Services Department delivered a presentation with updates regarding City of San Antonio's Connected Beyond the Classroom initiative. Previously, the Library Board of Trustees approved the installation of hardware to support Long Term Evolution (LTE) at the Bazan Branch Library and the Collins Garden Branch Library. Mr. Rodriguez provided an update on the installation of the LTE antennas. Mr. Rodriguez responded to questions from Trustees.

NEW BUSINESS

Annual Open Meetings and Ethics Training

Steve Whitworth, Assistant City Attorney delivered a presentation on the Annual Open Meetings and Ethics Training and responded to comments and questions from the Library Trustees.

Adjournment

Meeting adjourned at 7:43 p.m.


Judy Cruz
Secretary