

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

The San Antonio Public Library Board of Trustees met in regular session on Wednesday July 28, 2021 at 4:30 p.m. in a videoconference, San Antonio, TX. The meeting was called to order at 4:35 p.m. by Paul Stahl, Chair.

**TRUSTEES PRESENT**

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

**TRUSTEES ABSENT**

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**EX OFFICIO LIAISONS PRESENT**

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

**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.

**PUBLIC COMMENT**

No requests for public comment.

**ANNOUNCEMENTS**

Library Director Ramiro Salazar announced Johnston Branch Library's 40th Anniversary Celebration on Saturday, August 21, 2021 from 11am-1pm. Mr. Salazar also announced that all Library locations will resume Monday public service hours on August 16, 2021 going from five days a week to six days a week. Mr. Salazar shared that the City of San Antonio has no new protocol regarding COVID – 19 at this time other than encouraging employees to wear a mask whether vaccinated or not.

**APPROVAL OF MINUTES**

Board Chair Paul Stahl brought forth the meeting minutes for June 23, 2021 for consideration.

Trustee Marcie Ince moved to approve the minutes. Trustee Andrea Sanchez seconded the motion. A roll call vote was conducted. Trustees Judy Cruz and Josie Martinez were not present at this time. None opposed the motion. The motion passed.

**CHAIR'S REPORT**

Board Chair Paul Stahl reported attending the Executive Committee 'Meet and Greet' with Assistant City Manager David McCary on June 28, 2021 and on meeting with Library Director Ramiro Salazar on July 13, 2021. Mr. Stahl also reported on visiting with Councilmember Mario Bravo - District 1 and Councilmember Melissa Havrda-

District 6.

## **TRUSTEES REPORT**

Trustee JoAnn Harris reported meeting with Councilmember McKee-Rodriguez – District 2.

Board Treasurer and Trustee Linda Nairn reported meeting with District 10 Board and Commission appointees. Ms. Nairn also inquired about status of a Library Board of Trustee member for District 6.

Trustee Lupe Ochoa confirmed the upcoming virtual meeting with Councilmember Castillo- District 5 for Friday, July 30 at 11am.

Trustee Jean Brady reported that she is set to meet with Councilmember Bravo- District 1 on August 27, 2021.

Trustee Judy Cruz reported on being excited about the updates at Forest Hills Branch Library.

Trustee Marcie Ince reported that Councilmember Courage - District 9 is currently only meeting virtually. Ms. Ince also reported on attending virtual meeting for Friends of the Encino Branch Library and inquired about the inconsistency of virtual and in person meetings.

## **REPORT OF THE LIBRARY DIRECTOR**

Library Director Ramiro S. Salazar welcomed Scott Williams, Community and Public Relations Manager. Mr. Williams introduced himself to the Board.

Mr. Salazar provided the Board of Trustees with briefing on the following Heating, Ventilation and Air Conditioning (HVAC) Projects:

- Las Palmas Branch Library – As part of the Bond Project
- McCreless Branch Library – As part of the Bond Project
- Central Library – As part of the Bond Project in certain affected construction areas
- Forest Hills Branch Library – As part of the Bond Project
- Memorial Branch Library – Planned for October 2022
- Brook Hollow Branch Library
- Guerra Branch Library
- Johnston Branch Library
- Pan American Branch Library

Projects completed earlier this year:

- San Pedro Branch Library
- Landa Branch Library
- Westfall Branch Library

Mr. Salazar reported being pleased to announce Forest Hills Branch Library to offer services at Gilbert Garza Community Center. He shared the branch library closed due to damage sustained during the winter storm. At the Garza Community Center, the Library will provide materials on reserve, Contact Free Pickup, Summer Reading Signup, Limited collection.

Mr. Salazar also reported meeting with District 2 Councilmember McKee-Rodriguez along with Trustee Jo Ann Harris and meeting with District 3 Councilmember Viagran along with Trustee Josie Martinez.

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 June 2021. Ms. Rauschuber reported the Library's spending is slightly behind due to timing of purchases with 75% of the year lapsed and 73% spent, 70% without encumbrances.

### **COMMITTEE REPORTS**

#### **Executive Committee**

Board Chair Paul Stahl reported that the Executive Committee met on Tuesday, July 13, 2021 and that there is an agenda item in New Business regarding future Library Board meetings.

#### **Budget Committee**

Board Chair Paul Stahl reported that the Budget Committee did not meet this reporting period.

#### **Facilities Committee**

Committee Chair Andrea Sanchez reported that the Facilities Committee met on July 14, 2021. Rich Walker, Project Control Manager presented on the following project updates:

- Forest Hills Branch Library Winter Weather Repairs
- Central Library Winter Weather Repairs
- Central Library Exterior Painting
- Memorial Branch Library Bond Project Progress Photos
- Las Palmas Branch Library Bond Project
- Central Library Bond Project 1st & 3rd Floors
- Central Library Texana Bond Project

Mr. Walker also reported that there will be an action item in New Business.

#### **Naming Committee**

Committee Chair Linda Nairn reported that the Naming Committee met on July 13, 2021 to discuss the upcoming Community Input Meeting to consider adding "Andres Sarabia"

to the official name of the Las Palmas Branch Library. Ms. Nairn expressed her concerns with meeting in person due to COVID – 19. Mr. Salazar responded to Ms. Nairn concerns.

### **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.

### **Ad Hoc Board Policy Committee**

Assistant Director Kathy Donellan reported that the Ad Hoc Board Policy Committee held their first meeting on July 7, 2021 to discuss committee work on policies.

## **SPECIAL REPORTS**

### **Friends of the San Antonio Public Library**

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

- First in-person Board Meeting on July 24, 2021
- BookCellar moving along and hiring of a new Manager - Sue Hall
- Arts & Letters Award ceremony scheduled for November 6, 2021 at Mission Branch Library

### **San Antonio Public Library Foundation**

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

- Literacy Caravan manager vacancy and on appointing interim manager
- Catrina Ball invitations will be sent to all City Councilmembers in a few weeks
- Board Builder luncheon on last Wednesday, July 21, 2021 at The Red Berry Estate
- Advocacy Committee at San Antonio Public Library Foundation -plans to expand to be city-wide

Assistant City Manager David McCary thanked San Antonio Public Library Foundation for all their work.

## **STAFF REPORTS**

### **Briefing on a new Virtual Readers' Advisory System**

Cheryl Sheehan, Public Services Administrator delivered a presentation on the soft launch of a new Virtual Readers' Advisory System.

Board Chair Paul expressed satisfaction with the new system and inquired about plans on survey for user experience. Trustee Josie Martinez and Trustee Judy Cruz also

expressed their satisfaction with the new system. Trustee Linda Nairn inquired about the difference in the term 'user' and 'patron'.

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

## **NEW BUSINESS**

### **Presentation by the City's World Heritage Office regarding proposed improvements to the Mission Library associated with the World Heritage Mission Drive-in Master Plan**

Assistant Director Kathy Donellan introduced Colleen Swain, World Heritage Office Director who delivered a presentation on proposed improvements to the Mission Library associated with the World Heritage Mission Drive-in Master Plan.

Board Chair Paul expressed satisfaction with the presented plan and inquired about the number of soccer fields. Trustee Linda Nairn and Trustee Jean Brady expressed concern about the parking. Trustee Marcie Ince inquired about needing a membership with YMCA to use facilities. Ms. Donellan and Ms. Swain responded to the all comments and questions from Library Trustees.

Trustee Lupe Ochoa made a motion to approve of proposed walking trail expansion, additional parking and pedestrian connection to Roosevelt Avenue at Mission Branch Library associated with the World Heritage Mission Drive-in Master Plan as presented on July 28, 2021. Trustee Josie Martinez seconded the motion. A roll call vote was conducted. None opposed the motion. The motion passed.

### **Update regarding the McCreless Branch Library Bond Project and consider action to extend closure dates**

Assistant Director Kathy Donellan delivered a presentation regarding the update to McCreless Branch Library Bond Project and consideration to extend closure dates.

Board Chair Paul Stahl commended Library Team for taking action on the damage and expressed concern about the Branch as a voting site. Trustee Marcie Ince inquired about mail-in ballots for elections and also inquired about the status of Library Staff during this project. Trustee Jean Brady suggested that Bond Projects on older Libraries need to be earlier in the Bond schedule and Mr. Stahl agreed with this suggestion. Trustee Judy Cruz inquired about additional repairs needed. Trustee Linda Nairn mentioned the building collapse in Florida recently. Trustee Josie Martinez inquired about any other alternatives for service delivery and suggested the Community Center at UT Health.

Mr. McCary, Mr. Salazar, Ms. Donellan and Ms. Zurita responded to all comments and questions from Library Trustees.

Trustee Linda Nairn made a motion to approve the new scheduled reopening date of November 2021 for the McCreless Branch Library Bond Project as presented on July 28, 2021. Trustee Judy Cruz seconded the motion. A roll call vote was conducted. None opposed the motion. The motion passed.

**Appointment of a three-person Nominating Committee to identify a slate of officers for Chair, Vice Chair, Secretary, and Treasurer to be elected during the September 2021 annual meeting**

Board Chair Paul Stahl presented the following three- person Nominating Committee to the Board:

**Committee Chair**

Trustee Andrea Sanchez

**Committee Members**

Trustee JoAnn Harris

Trustee Josie Martinez

Trustee Marcie Ince made a motion to approve the appointment of the Trustees listed above to a three-person Nominating Committee to identify a slate of officers for Chair, Vice Chair, Secretary, and Treasurer to be elected during the September 2021 annual meeting. Trustee Jean Brady seconded the motion. A roll call vote was conducted. None opposed the motion. The motion passed.

**Briefing on Texas Governor's action to reinstate all provisions of the Texas Open Meetings Act beginning on September 1, 2021, possible implications to the San Antonio Public Library Board of Trustees and possible action.**

Library Director Ramiro S. Salazar introduced Assistant City Attorney Laura Reyna who presented a briefing on Texas Governor's action to reinstate all provisions of the Texas Open Meetings Act beginning on September 1, 2021, and possible implications to the San Antonio Public Library Board of Trustees.

Board Chair Paul Stahl inquired about the Board receiving the presented script and on the different rules of physical quorum, technical requirements for virtual meetings, meeting location options and parking. Trustee Linda Nairn mentioned that there is an option for the Board to meet in person at Central Library (socially distant) and not need to call in to meetings. Assistant City Manager David McCary informed the Board that his office will help find an alternative location if needed.

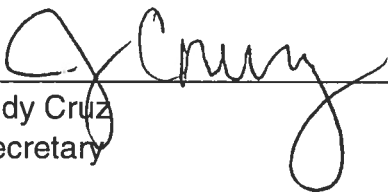
Mr. Salazar, Ms. Reyna and Ms. Zurita responded to all comments and questions from Library Trustees.

No action was taken on this item.

## **OLD BUSINESS**

### **Adjournment**

Trustee Lupe Ochoa moved to adjourn the meeting. Trustee Marcie Ince seconded the motion. None opposed. Meeting adjourned at 7:29 p.m.



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Judy Cruz  
Secretary