

Santa Barbara Public Library System
Library Board

Minutes of the Board Meeting of August 28, 2012 held at the Central Library

BOARD MEMBERS PRESENT: Eric Friedman; Dianne Duva; Christine Roberts;

BOARD MEMBERS ABSENT: Jonathan Glasoe; Catherine Radecki-Bush

COUNCIL LIAISON PRESENT: None

STAFF PRESENT: Irene Macias, Library Director and Scott Love, Library Services Manager

CALL TO ORDER: The meeting was brought to order in the West Faulkner Gallery at 12:00 p.m. on August 28, 2012.

CHANGES TO AGENDA: None

MINUTES OF PREVIOUS MEETING: Subject to lack of quorum, approval of June 26, 2012 minutes deferred to next regular meeting.

PUBLIC COMMENTS: Amy Walker, Citizen – expressed interest in Library Board process. Jason Lehman, Citizen – discussed recent loss of library materials.

ANNOUNCEMENTS: The next regular meeting will be September 25, 2012 at 12:00 p.m. in the West Faulkner Gallery.

Old Business

Library Plaza Project

Library Director Irene Macias reviewed the status of continuing efforts to explore renovation options, following the elimination of proposed Redevelopment Plans funding (as stated in Library Board Minutes of November 16th, 2011). Irene described a recent follow-up meeting with Hugh Margerum and Mark Collins, proponents for establishing a Ping Pong activity structure on the Central Library Plaza lawn. At the meeting, Irene and Library Services Manager Scott Love reviewed information gathered from City departments, relevant to implementing said structure (i.e., sprinkler system, concrete pad specifications, etc.). Additional discussion included impact of the Americans with Disabilities Act (ADA) – particularly, the need to provide ADA accessibility to the structure area. Hugh and Mark will follow-up with City staff, as needed for questions, then present a proposal. Per Irene, the next step would be to develop an Agreement between the City and Mr. Margerum to place the structure as proposed. However, Irene added that the City and the Library remain interested in moving forward with the renovation of Library Plaza and will work toward identifying funding for same. She stated that Mr. Margerum and Mr. Collins are aware that secured funding may result in the removal of an approved Ping Pong structure.

Irene announced the scheduled hearing (Wednesday, August 29, 2012) of the Historic Landmarks Commission (HLC) regarding the proposed designation of the Central Library building, the Faulkner Gallery building and 13 Lemon Scented Gum Eucalyptus trees on the property. Following submission of the Library concept design to the HLC, a citizen request was submitted to the City of Santa Barbara to consider designating the Library Eucalyptus trees as historic landmarks. Irene shared a staff report drafted by the City's new Urban Historian, which included the recommendation to landmark the Library buildings and 13 Lemon Scented Gum Eucalyptus trees. Irene indicated that she will attend the HLC hearing tomorrow and speak in opposition to designating the trees as landmarks, as it may impact the department's ability to achieve the goals of the project, including the creation of a flexible space design implemented for the Central Library Plaza.

Children's Library Project

Irene announced the July resignation of Capital Campaign Manager Alexis Miller. Following a review of applications on-file, the Library has now hired Janice (J.P.) Pegram, former Senior Development Officer at Direct Relief International and previous Assistant Director for UCSB Alumni Association into the vacant position. In response to an inquiry regarding the upcoming Women's Fund Site Visit and Luncheon (October 2012) to be held at the Central Library, Irene confirmed the Library has worked on providing information about the Children's Library Project and the campaign.

Budget

Irene stated that current status is well within the acceptable range - 16% into the fiscal year with expenditures at 12%. However, she added that a carry-over of monies exists regarding payments owed to Bibliotheca for self-checkout service machines. Library Services Manager Scott Love addressed the item briefly, explaining that since installation of machines, performance issues (i.e., errors, gate security, counters) remain a challenge. He emphasized the problem with the payment system that does not meet with City standards – specifically PCI and PADSS compliance. He stated a meeting is scheduled this week with Bibliotheca management regarding withheld payments and measures to improve performance issues.

New Business

Agreement for Operation of a Countywide Library System

Irene distributed the updated Agreement for Operation of a Countywide Library System. Irene explained that the County had approved a status quo funding for this fiscal year, but a decrease in population yielded a slight per capita increase (from \$5.87 to \$5.98). Board members discussed voting requirements relevant to review and recommendation for approval.

Review of Annual Performance Measures

Irene reminded members that the City of Santa Barbara now requires internal reporting of performance measures every six months, rather than quarterly. She then invited Library Services Manager Scott Love to review year-end reports from three programs in the General Fund that include the Central and Eastside Branch Libraries. Scott presented highlighted results as follows:

- Administration
Goal: Accomplish 80% of goals and objectives (completed 83%).
Notes: Library per capita expenditures is one of the lowest of all jurisdictions within the state.
- Public Services
Goal: Reach 650,000 circulation (completed 703,000).
Notes: Increasing next year's goal to 784,000. Now counting paperbacks and *in-house* circulation (i.e., materials utilized by patrons while visiting the library and left on tables to be re-shelved). The increased record keeping measures also serve as a useful tool regarding Collection Development.

Goal: Maintain reference contacts at 75,000 (counted 33,000).

Notes: Previous record model highly flawed; inaccuracies yielded ineffective target. However, this year the goal will incorporate changes and adjust target to include all adult contacts (86,000).

Goal: Volunteer hours to equal 10,000 hours (completed 15,000+ hours).

Notes: Substantial recruitment effort regarding placement of RFID tags on books.

- Support Services

The Library tracks time spent processing materials. This year's goal was negatively impacted regarding pre-processing of audio/visual items. However, a project objective has initiated transition to vendor supplied services for cataloging and processing (adult books; soon, juvenile books and audio/visual) – dramatically reducing the impact on staff time and allowing materials to be shelved almost immediately. Also, the collection turnover rate is monitored to enable weeding of materials that are either rarely used or obsolete.

Library Director's Report

Irene shared statistics from the Youth Summer Reading Program 2012. Eastside Branch Library was recognized for their community outreach efforts and increased partnerships. Irene highlighted the system-wide statistic of 40,069 books read.

Irene briefly recapped the August Black Gold Strategic Planning Session. She reminded the board that the purpose of the 2-day meeting was to develop goals for the next 2-3 years that will enable Black Gold to move forward despite recent elimination of state funding for cooperative systems. She stated the impact on individual jurisdictions would likely result in either increased payments to Black Gold or reductions in service levels. Relevant to that concern, she indicated the need to ensure full participation of all Black Gold members regarding responsibilities toward the cooperative (i.e., sharing materials). Irene will review goal specifics at the Library Board meeting in October.

Irene announced the recent notification of a \$400,000 bequest, scheduled for distribution in February 2013. She noted the donor requested anonymity.

Announcements

Board Chair Eric Friedman noted Future Agenda Items to include Black Gold update by Irene, and established wording for recommendation to Council re: HLC recommendation of Landmark designations.

The meeting was adjourned at 12:55 pm .

The next meeting was scheduled for Tuesday, September 25, 2012 at 12:00 p.m.

Minutes respectfully submitted by Lori Garvin.