



**City of Santa Barbara
Public Library**

LIBRARY BOARD

Minutes of the Board Meeting of October 22, 2013 held at the Central Library

BOARD MEMBERS PRESENT:	Eric Friedman; Susette Naylor; Christine Roberts; Dianne Duva;
BOARD MEMBERS ABSENT:	Jonathan Glasoe
COUNCIL LIAISON PRESENT:	None
STAFF PRESENT:	Irene Macias, Library Director; Maria Gordon, Executive Assistant
CALL TO ORDER:	The meeting was brought to order in the Faulkner Gallery at 12:07 p.m. on October 22, 2013.
CHANGES TO AGENDA:	None
MINUTES OF PREVIOUS MEETING:	Minutes of September 24, 2013 were approved with changes
PUBLIC COMMENTS:	None [Mr. Milt Hess, Library volunteer and prospective Library Board member joined the meeting.]
ANNOUNCEMENTS:	The next meeting will be on November 26, 2013 at 12:00 p.m. in the Faulkner Gallery West at the Central Library, 40 East Anapamu Street.

Old Business

1. Library Plaza Project Update

Irene Macias reported that submission to the Historic Landmarks Commission (HLC) was now planned for November 20. Museum preferences were being accommodated where possible. Issues include ramp length, hand rails, slope and landing, and vegetation and planters adjacent to the Museum wall. The need to spend out all current funding by December 31st will be met. An addendum to the Campbell & Campbell contract will be needed to cover ongoing work once the RDA funds are expended. The Campbells have spent many hours in addition to produce work related to the Museum's needs. Funding to cover this will be met from Library gift funds. The Museum was on the October 29th City Council agenda for approval of their proposed expansion to square footage as a Community Benefit Project, which would allow the DART [Development Application Review Team] process to start. Susette Naylor advised that the Library's next HLC hearing should aim to elicit positive comment. The Board discussed concerns about ongoing and extraordinary costs. Irene Macias noted that the Library's plans would need to go the Street Tree Advisory Committee and the Arts Commission, and

that it may be possible to include enough information for the next HLC review step. The overall process would include approval for the production of working drawings, final design, submission, approval, then the bid process. Irene also reported that Peggy Burbank was working on a timeline for the project. So far, funding for final design and construction has not been identified. \$1.5 million had been budgeted for the first phase and original scope. The budget was now expected to be closer to \$2 million.

2. Children's Library Project Update

Irene Macias reported that Scott Brittingham had joined the Capital Campaign Committee as a third co-chair. A local foundation has agreed to give \$65,000, putting the Campaign over the threshold needed to move forward with final design. Eric Friedman requested a timeline with steps for the Project.

3. Budget Update

Budget: Irene Macias reported the Central and Eastside 2012-2013 budget total of \$4,678,835; General Fund subsidy total: \$3,257,289; County contribution approximately \$600,000 (out of a total Zone 1 disbursement of about \$1.3 million distributed according to population). Additional funds from fines, fees and gift monies. 95.6% of budget spent; remainder rolled back over to gift funds.

Black Gold Hold Fee: Irene Macias described how, during the recession, the Library lost funds that paid for Black Gold Cooperative delivery and a substantial amount of direct State funding of the Cooperative. Holds increased to the point where an extra day would have been needed to cover deliveries. To avoid the cost of an extra delivery day, the hold fee was increased to \$1. The impact of holds on low income segments of the population served by Black Gold libraries led to a proposal to remove the hold fee. The proposal was carried by a majority of four to one, effective July 1st, 2014. All Black Gold members will now take the measure entailed to their governing bodies for approval. Scott Love and Irene Macias responded to questions about the possibility of charging when a held item is not picked up: The automated system cannot accommodate this.

New Business

4. Director's Report

Irene Macias informed the Board that the City Council was due to hear a summary of the year end performance (P3) measures now reported every six months. Board members were referred to printouts of the P3 reports for Administration, Public Services, and Support Services programs for Central and Eastside. 84% of Library objectives were accomplished. Irene Macias and Scott summarized some major points arising in each program, including: fundraising goal exceeded by \$110,000, per Capita funding restored to \$6.90 for the City Libraries; a major increase in circulation; Youth Service desk and attendance targets both exceeded; volunteer numbers increased; target exceeded for newsletter subscribers; science and technology collection weeded; over 630,000 people through the Library doors; book processing time down to six days; honor system returns now counted; audio-visual (A-V) processing now down to 5.7 days; research ongoing into pre-processing for A-V publications.

Announcements

Big Read author talk: Irene Macias announced that Tim O'Brien was due to speak the following night.

Zinio Online Magazine Distributor: Scott reported that as of November, as part of the Black Gold system, the Library will bring this service on line. Many titles are offered although some significant ones are not available. No right issues. No expiration. Downloader keeps the downloaded issue. Only current issues are offered. Library subscriptions cost \$40 - \$100 per year per magazine. Hard copy collection and usage continue to be reviewed.

Library Logo: Scott let Board members know that negotiations are underway with a new designer, some time needed before the process needed for the designer to contract with the City will be complete.

Board/Staff Communications

State of the Library Meeting:

- a) Due to room use by the City on April 22, 2014, the Board agreed to hold the meeting on April 21, (preferred) or 23 starting at 6 p.m. It was agreed to keep the Council Chambers as the venue.
- b) Cost is \$190 for two hours, assuming 30 minutes set-up and 30 minutes take-down. (\$236 to record at the Faulkner Gallery.)

Future Agenda Items

Next Regular Meeting: Central Library, Faulkner Gallery West. Tuesday, November 26, 2013, 12 p.m.

Confidentiality: Susette raised this issue as one postponed to this or the next meeting. Scott updated the Board that he had discussed the concept with the City Attorney and an internal panel was reviewing the issues. It was possible a report would be ready for November, but probably later.

Individual Library Board Member Terms: Dianne Duva's term is expiring. Started in June 2010, not renewed. Irene to check on term dates with City Clerk's office.

Calendar and Election of Chair and Vice Chair for the coming year: To be set at the next (November) meeting.

The meeting was adjourned at 1:11 p.m.

Minutes respectfully submitted by Maria Gordon.