



Santa Barbara Public Library System

LIBRARY BOARD

DRAFT Minutes of the Board Meeting of June 23, 2015 held at the Eastside Library

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| BOARD MEMBERS PRESENT: | Jonathan Glasoe; Milt Hess; Susette Naylor; Christine Roberts |
| BOARD MEMBERS ABSENT: | None |
| COUNCIL LIAISON PRESENT: | None |
| STAFF PRESENT: | Irene Macias, Library Director; Jessica Cadiente, Library Services Manager; Maria Gordon, Executive Assistant |
| CALL TO ORDER: | The meeting was brought to order in Faulkner East at 12 noon on June 23, 2015. |
| CHANGES TO AGENDA: | None |
| MINUTES OF PREVIOUS MEETING: | Minutes of May 26, 2015 were approved. |
| PUBLIC COMMENTS: | None |
| ANNOUNCEMENTS: | Christine Roberts noted that she would need to leave about fifteen minutes early. Jessica Cadiente introduced herself to the Board. |

Old Business

1. Library Plaza Project

[Item 4 briefly discussed as first item while Irene Macias' arrival was delayed.] Irene Macias expanded on Cadiente's introduction and reported that the Historic Landmarks Commission on May 20 had given final design approval, but continued the project indefinitely for details relating to the light fixtures, paver pattern and maintenance, rail to Library, and bollards. Brief comments and clarification followed.

2. Children's Library Project Update

The Director reported that a lighting delivery was awaited, and desks, reading nooks were to be installed, and the staircase was near completion, with a replacement part to be shipped. Staff would need to move into offices and work on the "punch list" [of final minor changes] would need to be finished. Macias confirmed that no big surprises had arisen and that work appeared to be on target and on budget. The day's Library closure allowed for preparation for work on the main floor, with shelving already removed. Macias showed the Board a plan showing the changes pending to [south side] of the main floor, including comfortable seating, the location of the new Adult Literacy office, new service desk, new books display and designated eating area. Macias confirmed for members that eating will no longer be allowed in areas other than the new area. Covered drinks will be allowed. She showed how the service point would move out to a more central position, self-checks would stay in place and a new technology lab for Makerspace and computer classes would be created. Macias replied to Milt Hess that computer coaching was expected to continue in the Reference area.

3. Budget Update

Macias informed the Board that budget spending as the fiscal year was presently drawing to a close stood at about 95% with the expectation that expenditure of gift money would not be needed to stay within budget. Macias

confirmed for Susette Naylor that by comparison with previous years, spending was on target. Macias let the Board know that the City Council's postponed decision on June 16 to bring City reserves up to policy levels over two years had led to approval of the restoration of a Children's Librarian position.

4. Library Mission Statement Review

[Discussion briefly begun as first item while Irene Macias' arrival was delayed.] Item was being revisited after discussion at previous meetings. Milt Hess observed that mission statements needed to include actionable items. On resumption of discussion, Hess suggested combining items 5 and 6. Macias replied to Christine Roberts that changes at the Library meant there had not yet been time for staff input on item 4, but that strategic planning would follow present changes. Discussion followed about how present changes such as the location of Adult Literacy offices, programs for family as well as adult literacy, the inclusion of technical programs, the differentiation between children and young adults, different forms of literacy might inform and influence the expression of the Library's mission. Roberts and Hess indicated a preference for the mission statement to state a result, such as the creation of lifelong readers, rather than to describe input into the community. Macias suggested that the Board's ideas could be circulated to staff for their comment as the beginning of an iterative process. Hess summarized the need to express purpose and function in an active fashion. Susette Naylor proposed and Hess seconded a motion which passed unanimously after discussion that Board members would draft their mission statement ideas using Hess's original summary, materials to be circulated by Maria. Roberts expected to forward her suggestions for discussion despite her expected absence in August with the expectation that the Board could review staff input on the Board's ideas at the September meeting. *[Roberts left at this point.]*

5. Role of Library Board in Long Term Planning

Hess proposed that more time in Board meetings could be devoted to non-operational issues related to the Library's vision, such as how to foster citizenship. Naylor agreed with a role of overview and guidance vs. implementation, and asked how the Library and Board take a more active approach and integrate with other non-profits and City departments; however, updates on issues such as the Library Plaza were greatly appreciated. Glasoe suggested ten minutes at every Board meeting could be devoted to this item. Hess suggested using a specific planning scenario tool and agreed to send material to members via Maria Gordon.

6. Library Director's Report

Macias reported that the [Children's Library] **Capital Campaign** was still at \$4.4 million, Campaign leaders reviewing how raise more money; funds mainly needed now for the endowment; media campaign launched. The County Board of Supervisors had voted for the **Buellton Library** to move from Lompoc zone to Santa Barbara Library zone as of June 1st, creating an intense workload of budget adjustments, lease and contract approvals and more; Recruitment for a Children's Librarian would begin once the Council approved the City Budget; Public Works had issued a request for proposals for **Library exterior painting**. Macias replied to Glasoe that the Library's old, decorative front doors would not after all be opened during construction owing to prohibitive costs of installing temporary access ramps.

7. Proposed Rules of Conduct

Copies were distributed. Macias reported on three proposed additional rules as reviewed with the City Attorney's Office (CAO): a. No smoking – Attorney's recommendation to check first with the Council as this issue normally falls within its purview; b. no loitering – rule not legally viable rule, not possible to define; c. no shopping carts – Library needs to follow extant City policy on unattended possessions. Macias also informed the Board that staff's proposed pared down version of the Rules had been submitted to the CAO. Macias responded to Glasoe that the Rules addressed pets rather than assistance animals. Naylor queried phrasing of Rule 2. Macias and Cadiente confirmed that: i. legally, Rules could not address the presence of individuals of intimidating state and appearance; ii. Rules did not need to cover illegal matters; iii. Rules not valid outside the City of Santa Barbara; and iv. Camping defined as lying on bedroll or in sleeping bag, cooking food, etc., not as lying on the grass. Santa Barbara's no smoking area would cover all its premises rather than only within 20 feet

of the building. Macias reminded the Board that the Rules needed CAO approval, although not City Council approval.

Board /Staff Communications

Future Agenda Items

Library mission statement review; report in six months on progress on Youth Services literacy research.

Next Meeting: 12 noon, Tuesday, August 25, Faulkner Gallery West, Santa Barbara Public Library.
Meeting adjourned at 12: 57pm.

Minutes respectfully submitted by Maria Gordon.