



Santa Barbara Public Library System

LIBRARY BOARD

Minutes of Meeting of October 28, 2014 held at the Central Library

BOARD MEMBERS PRESENT:	Eric Friedman; Jonathan Glasoe; Milt Hess; Susette Naylor
BOARD MEMBERS ABSENT:	Christine Roberts
COUNCIL LIAISON PRESENT:	None
STAFF PRESENT:	Irene Macias, Library Director; Scott Love, Library Services Manager; Maria Gordon, Executive Assistant
CALL TO ORDER:	The meeting was brought to order in the Faulkner Gallery West at 12:01p.m. on October 28, 2014.
CHANGES TO AGENDA:	Old Business items were discussed after New Business items.
MINUTES OF PREVIOUS MEETING:	Minutes of September 23, 2014 were approved unanimously. It was agreed that minutes should go out sooner.
PUBLIC COMMENTS:	Maggie Gold requested items of adult appeal and evening time for meetings and family activities in the space replacing the Townley Room. The Board agreed to place Library programming in relation to need and spaces on the agenda for the next meeting.
ANNOUNCEMENTS:	The next meeting will be on Tuesday, November 25th, 2014 at 12:00 p.m. in the Faulkner Gallery West at the Central Library, 40 East Anapamu Street.

New Business

5. Library Board Purview

Eric Friedman distributed copies of the *Role of City Advisory Groups in Policy-making* and referred to the City website information about the Board. He described how as Chair, he had overseen a time of much increased proactivity, including introduction of the Annual State of the Library meeting; reviewing rules and rates, and particularly in making recommendations on resource allocation to increase efficiency of operations during the recession. Susette Naylor distributed copies and reviewed the salient points contained in the relevant sections of both the City Charter and the Guidelines for the City of Santa Barbara Advisory Groups (Feb. 2013) with regard to:

- Library Board is chartered and its recommendations are to be directly transmitted to the City Council.
- Library Board's purview includes not only review of Library operations and programs but also its facilities – both buildings and properties. She stated that this was the basis for her belief that all plans and requests that intersected with Library property, operations, etc should be presented and reviewed by the Board and it should make recommendations. The Board discussed how the aim was to strengthen the role of the Board, particularly in making recommendations, taking a more direct line to the City Council and recognizing the Board's level of expertise. Eric responded to Milt Hess about Board communication with Council members and the change to making the Board's required annual report in April – before budget finalization instead of 60 days after the close of the fiscal year. A formal change may be needed to make the April report official. Members raised the possibility of support from Library Foundation members, the powerful results of Library programs, the possible

need to change meeting time and length, Council liaison attendance, and increasing visibility and the number of applicants to the Board.

6. Year-end Performance Measures (P3)

[Irene Macias left the meeting in order to attend an ordinance committee.] Scott Love gave a brief overview of the annual measures and objectives under Public Services, Support Services and Administrative Services. Achievement of the marketplace project had been deferred to 2015 in view of the work needed on the new Children's Library and the aim to extend the marketplace area to entire service on the main floor. The Library has surpassed its surveys and circulation goals. Scott responded to questions from Milt Hess, explaining how trends were both reflected in and influenced targets, and how a measure is brought in temporarily while improvement is needed in a certain area. Milt Hess also stated a preference for P3 results in graphic form rather than the form requested by the City.

7. Library Capital Improvement Program

Scott Love reviewed the Plan, which spans six years. An ADA compliant elevator (an essential improvement project) took priority. The lack of a historic designation to the 1980 addition to Library premises allows an elevator to be installed on the outside at much less cost than on the interior. Members briefly discussed the continuing need for Historic Landmarks Commission approval, the importance of meeting ADA requirements and the approximation indicated for this and other projects by the rounded estimate figures. The full list comprised automated materials handling (non-essential improvement), carpet replacement, electrical upgrades, historic door restoration, roof terrace renovation (requiring an interior lift) and technical services renovation (all essential maintenance projects), and fire sprinklers and Library Plaza (both essential improvements). The list did not include projects taken on by Facilities, such as general building painting. The City Administrator will make funding recommendations to Council.

8. Library Director's Report

[This item addressed after item 4.] Scott Love reported on Irene Macias' behalf: 1) the position of Senior Librarian Recruitment has been reopened, and was to be posted on Library related job boards in California and copies distributed by Library staff at the Career Center at the upcoming California Library Association Conference (11/7-9). 2) The City Ordinance Committee (meeting currently attended by the Director) is considering authorizing the Library Director to promulgate facility specific regulations; the Committee will forward recommendations to Council. The Chair requested that authority to designate Library grounds as non-smoking areas should be an action item on the next agenda for the Board to make a recommendation.

Old Business

1. Library Plaza Update

Scott Love reported that architects Campbell & Campbell (C&C) were working on a storm water management plan and expecting to go to HLC soon. C&C were also awaiting the Southern California Edison report regarding the new transformer. The Museum of Art (SBMA) had been expecting to submit to the Planning Commission on 11/20, but the date may have been pushed back. The Chair requested an email to the Board about what would be submitted by SBMA.

2. Children's Library Update

Scott Love reported that: a pre-bid walk-through with contractors had occurred on 10/16; the bid due date had changed to 11/13 from 11/4; the City was aiming for City Council bid approval on 11/25 or, if necessary, 12/9; construction start expected in January; a meeting with Library Staff on 10/29 had been set to discuss a second round of comments from the Building Department; furniture purchases have been finalized.

3. Budget Update

Scott Love reported that all items were on track. Planning for the next two year budget to begin in December.

4. Library Vision

[J. Glasoe was called away from the meeting.] Board members moved unanimously to move this item to January 2015, deferring to the new Board forming after the end of Eric Friedman's term as a member.

Board/Staff Communications

None.

Future Agenda Items

Recommendation for the Library Director to be authorized to promulgate a rule designating Library grounds as a non-smoking area (action item); Library programming in relation to need and spaces; Mission Statement Review [under Library Vision]; Collection Development Presentation

Meeting Adjourned at 1:12pm.

Next Regular Meeting: November 25th, 2014 (Faulkner Gallery West, Central Library, 12 noon) *[Milt Hess unable to attend.]*

Minutes respectfully submitted by Maria Gordon.