



# Santa Barbara Public Library System

## LIBRARY BOARD

### Minutes of Meeting of November 25, 2014 held at the Central Library

BOARD MEMBERS PRESENT:	Eric Friedman; Susette Naylor; Christine Roberts
BOARD MEMBERS ABSENT:	Jonathan Glasoe; Milt Hess
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 12:02p.m., November 25, 2014.
CHANGES TO AGENDA:	None.
MINUTES OF PREVIOUS MEETING:	Approval of minutes of October 28, 2014 deferred to Jan 27 meeting due to lack of a quorum of members who had attended in October.
PUBLIC COMMENTS:	Maggie Gold requested that the planned partial use of the Children's Performance Space for family activities include game time and Sunday activities for adults. Ms Gold also recommended that the room should be decorated with pictures of appeal to both children and adults, e.g., photographs of sites in California.
ANNOUNCEMENTS:	The next meeting will be on Tuesday, January 27, 2014 at 12:00 p.m. in the Faulkner Gallery West at the Central Library, 40 East Anapamu Street.

### *Old Business*

#### *1. Library Plaza Project*

Irene Macias reported that work was continuing on the Storm Water Management Plan and some minor issues with the aim of going to the Historic Landmarks Commission (HLC) in January or February for a project progress meeting. Macias also reported that the architect had submitted the plan to HLC on November 24 for a new Santa Barbara Museum of Art (SBMA) transformer to go on City property; the Library is overseeing the design process to ensure alignment of plan elements with those of the Library Plaza Project. Members briefly discussed the above matters. Macias reported that on November 20, the Planning Commission approved the Art Museum's expansion design but with concerns that affect the Library Plaza Project; these were briefly discussed by the Board, and included the impact of the transformer, transition time for improved bike parking, Anapamu masthead and crosswalk, and SBMA new entrance. When funds are allocated, a certain amount must be designated for ADA related improvements. A request for funding for Phase One had been added to the City Capital Improvement Program for Fiscal Year 2017. Phase one would cover the ADA compatible redesign of the Library's entrance on Library Avenue as included in the main plan.

#### *2. Children's Library Project Update*

Irene Macias reported that the original low bidder had withdrawn, leading to award of the construction contract to Viola Contractors with a figure of \$1,497,000 on December 9. Construction start expected in January. Macias also clarified for Susette Naylor that the budget includes a 20% contingency amount to cover changes that may

be required to cover ADA issues, including a requirement to position the back flow above rather than below ground. Susette Naylor pointed out that the resulting visibility may concern the HLC, and the Director agreed to look into this.

Scott Love reported that the single service point desk was expected to arrive on Dec 22 or 23. Computer desks are also due. ADA review for the Children's Library project has revealed that the main floor furniture contained in the area scheduled for improvement is not compliant, leading to current plans for its replacement.

### ***3. Budget Update***

Irene Macias reported that the Library is on track for its first quarter. The budget process for the next two fiscal years would begin in the middle of December. The Director will query why a 2% increase in Library revenues from fees has been assumed by City administration.

### **New Business**

#### **4. Library Programming Review in Relation to Need and Spaces**

Copies of a table showing the Library spaces and a description of uses of the spaces were distributed. The Library Director informed the Board that Children's Library construction will constrain public event booking until July 2015 since Youth Services programs will not be able to occur in the Lower Level. When the project is completed, Homework Help will occur in the Children's Performance Space from 2:30 – 6:30pm; this rules out evening events because of the 7pm Library closing time and the need that would arise to allow access to the whole Library if the Space were used. Scott explained other uses planned for the Children's Library, and answered questions from Eric Friedman about opening times and the possibility of using the Faulkner Gallery for family programming in the evening: evening events already occur often in the Gallery, and more daytime family programs may be possible when children's events can be booked into the Performance Space.

#### ***5. Authorization by City Ordinance Committee for Library Director to promulgate facility specific regulations***

Irene Macias reported that the City Council Ordinance Committee proposed to give her, as Library Director, the authority to promulgate site specific regulations. Members briefly discussed the issue, agreeing that an email should be sent to the City Council with a recommendation from the Board before January 13<sup>th</sup> when it was expected that the matter would be considered.

**Recommendation:** Eric Friedman proposed a motion that the recommendation should be revised to state that the Library Board approved that the Library grounds should be non-smoking and supported the authorization of the Library Director to promulgate site-specific regulations. The motion passed unanimously. Friedman noted for the record that the Board be consulted on any rules proposed for promulgation. The Board requested notification in accordance with procedure of the Council's action on the ordinance review. In response to a question from Susette, the Board briefly discussed the need for signage and how this would help to indicate that Library grounds are becoming a welcoming space for families.

#### **6. Library Director's Report**

The Director reported that during the previous two to three weeks the **Children's Library Campaign** had brought in over \$70,000, and the Library had received about \$30,000 as the final installment of a **bequest**; in addition, the Director had met with Zora Charles of the Cheeryble Foundation, leading to a promise of \$100,000 as a matching grant for the Children's Library, which would make up the shortfall of approximately \$200,000 for the amount needed for construction. An additional \$100,000 was still needed for furniture. In response to a suggestion from Christine Roberts, Scott Love explained that because of the need for furniture to match and to meet ADA requirements, furniture donations in kind could not be solicited. Irene Macias noted that a Channel Islands theme for the performance space had been decided.

The Director reported that thanks to a \$10,000 donation from the Friends of the Library, the very popular **Fabulous Fridays** music and movement program had expanded to include a second session in order to meet overflow demand.

With the promise of updates, Irene Macias also reported on the proposal for an independent **Goleta Library** and the related hiring of a consultant, the six months notice required of the City of Goleta, impacts to revenue, Black Gold and Youth Services programming at Goleta.

Macias reported that the **Senior Librarian position** had been re-advertised with a closing date of December 4. She and Scott Love answered questions about cost of living impact and advertising methods.

## **7. Election of New Chair and Vice Chair**

The Board agreed to table this item until January.

### **a. Board Vacancy**

Irene Macias reported that no candidate had come forward. The Board briefly discussed recruitment requirements and the process, which would resume in February. *[Discussion of this item as follows continued under Future Agenda Items.]* Following suggestions from Eric Friedman and Susette Naylor, the Board agreed that staff could check with the City Clerk's office whether it would be possible for either a previous Board Member to temporarily fill the vacancy or for a Council committee to consider and propose a new member for full Council consent before July 2015.

### **Board/Staff Communications**

## **8. Library Board 2015 Schedule (including meeting at and visit to Eastside Library)**

The Board Voted unanimously to accept the schedule.

## **9. Arrangements for State of the Library Meeting Council Chambers, April 28, 2015**

It was agreed as part of the motion at 8 that these arrangements should be made.

### **a. Need for recommendation re. early annual report by Board to Council?**

Not discussed.

### **Future Agenda Items**

Irene Macias let the Board know that staff expected to bring proposed **meeting room fee changes and related issues** to the next Board meeting; Maria Gordon noted that fee issues centered on Library philosophy, traffic generation (in terms of number of bookings), and effects on revenue. Staff outlined some of the problems arising with and concerns raised by non-profit groups that had requested donations despite being charged the lower fee rate. Additional future items: **Library Vision: Mission Statement Review**; and **Collection Development Presentation**

Eric Friedman thanked the Board for all their work over the years, and promised to remain involved. The Board in turn thanked the Chair for his long and fruitful service.

**Meeting Adjourned at 1:03pm.**

**Next Regular Meeting:** January 27th

Minutes respectfully submitted by Maria Gordon.