



# Santa Barbara Public Library System

## LIBRARY BOARD

### Minutes of the Board Meeting of November 24, 2015 held at the Central Library

BOARD MEMBERS PRESENT:	Jonathan Glasoe; Milt Hess; Christine Roberts; Will Tomlinson
BOARD MEMBERS ABSENT:	Susette Naylor
COUNCIL LIAISON PRESENT:	None
STAFF PRESENT:	Jessica Cadiente, Acting Library Director; Maria Gordon, Executive Assistant
CALL TO ORDER:	The meeting was brought to order in Faulkner West at 12:01pm on November 24, 2015.
CHANGES TO AGENDA:	Seniors section on Library website.
MINUTES OF PREVIOUS MEETING:	Minutes of October 27, 2015 were approved.
PUBLIC COMMENTS:	None
ANNOUNCEMENTS:	

### *Old Business*

#### *1. Budget Update*

Acting Director Jessica Cadiente reported expenditure at 32, 30 and 33 percent respectively, on course with the previous year. Milt Hess requested future budget categories beyond those formally required for the current performance standards of public services, support services and administration; new categories could show spending as allocated to the major services and operations of the Library in order to facilitate comparison of costs associated with, e.g., the number of adults/children served, technology, etc. This would help the Board advise on rather than rubber stamp spending decisions based on function. After discussion, Cadiente responded that she would review what data were available, e.g., comparative spending on personnel for Youth vs. Adult Services.

#### *2. Library Plaza Update*

Cadiente reported that a timeline was pending. A meeting on November 30 with the City Administrator and Assistant Administrator would provide executive direction on the Santa Barbara Museum of Art (SBMA) Transformer Project; City funding would not be available for this. The SBMA was expected to present their timeline at a subsequent meeting on the same day to cover also the Museum's larger project and the necessary agreements on staging, easements, etc. Cadiente replied to questions that Phase One of the Plaza Project and the SBMA's and Edison's Transformer Project were being treated separately, each with its own City project manager. The Library was under time constraints to comply with ADA requirements and related funding. To minimize disruption it remained the best option for the Transformer Project and Plaza Phase One Project to coincide. Work was expected to begin early in 2016.

#### *3. Library Board Meeting Schedule for 2016 – Motion and Vote*

After brief discussion, the Board unanimously approved a motion by Milt Hess that the 2016 schedule should continue meeting every fourth Tuesday at noon for one hour with the option to schedule in advance to meet for a longer period of time if necessary, no meeting to be scheduled in July or December.

**4. Library Director's Report**

Cadiente expanded on the bullet point items provided in advance, reporting that the **Black Gold (BG) consortium** would receive a State allocation probably of \$180,000 to facilitate the initiative to provide **fiber optics-based Internet in all public areas**; Cadiente confirmed that the network would be provided by CENIC [nonprofit Corporation for Education Network Initiatives in California operating the California Research and Education Network (CalREN)] and responded to questions that future discussion by the BG Administrative Committee would determine the level of bandwidth to be supplied. The State Library is considering **LSTA (Library Services and Technology Act) federal annual grant opportunities** to be distributed to the BG system in 2016 rather than at the state level; consortium members would compete for the funds; State Library priorities include preservation of local history – in line with the Library's project to digitize its local history collection. **County Library Services:** As steps toward their own independent Library, the **Goleta** City Council had: voted earlier in the month to move forward with a ballot in 2016; written to the County requesting support for a bond measure, stipulating that the Council would allocate an unspecified amount from the general fund, no previous such allocation made. **Buellton** Library requested budget required to extend its hours; Buellton had joined the Library System six months earlier, Solvang and Buellton splitting the County per capita allocation with operating hours ensuring similar library services available between 10am and 7pm within three miles. Extra Buellton hours would have a fiscal impact on Solvang because they presently share a supervisor; Buellton had previously operated longer hours with a full time supervisor; Cadiente had raised the matter for the County to decide. **Personnel: Library Services Manager (LSM) recruitment** to replace Margaret Esther had generated about 20 applications to date; a **Senior Library Technician** position remained open; the Library's **Supervising Librarian** had stepped down at his own request to a Librarian position, leaving just two supervisors and the Acting Director in place. Cadiente responded to questions that normally the Library staffs six supervisory positions; present supervisors were for Youth Services and Patron Services; the problem was partly one of recruitment – while she served as Acting Director, her own LSM position could not be opened; an extension had been needed due to low response for the second Manager position. **Improvements** to include new carpet and paint on the un-renovated side of the main floor, display-friendly slat wall, and new lighting throughout the main level to begin in January; a scope of work had also been created for automated materials handling (AMH) in the materials return annex on the main floor – the new, single floor scope to cost \$130,000 instead of \$750,000 to cover both floors as previously submitted; AMH freeing staff for public service in the community. HLC approved **no smoking enforcement** signs and ashtray pyramids were expected within four to six weeks; the first month's approach to infractions would be informational; the Library had lost its beat coordinator, but gained a sergeant who had instructed officers to include the inside as well as the outside of the Library. Cadiente confirmed for Milt Hess that present signs were temporary and the notice including the previous 25ft limit was scheduled to be removed; she also replied that a meeting with the City Attorney was planned to further discuss how to deal with belongings and carts left on Library grounds. **External restoration project** for repainting (historic door cleaning only) to go out to bid in December. **In-service days** planned all day for February 4, and, with noon opening, on March 4, June 10, September 2 and December 2.

**5. Youth Services Literacy Research Update**

Cadiente reported that privacy rules made data collection on scores difficult from schools; she agreed to send results of surveys of students and parents of students who had completed Youth Services programs. The UCSB research team was also finalizing its work. As a result of collaboration, the McKinley School had issued 240 library cards, as part of work to establish stronger partnerships.

**6. Seniors Section on Library Website**

Milt Hess requested additions such as Book Club in a Bag and computer coaching to boost the Seniors Section on the website as a step toward improving services for over-fifties. Cadiente agreed to the additions.

**Board /Staff Communication**

Glasoe noted that he had heard nothing but positive comments for the new space. Cadiente reported that Children's circulation for September and October 2015 was up 40% for the same month in 2014. Cadiente agreed to generate the 2015 statistic for number of items checked out per proportion of space, which had previously shown 38% of books checked out from the 3% of space – attributed to the Children's Library. After brief discussion of shelving, Cadiente let the Board know that new books all featured a spine label and that work was ongoing to scrub the collection of outdated, worn, and unused books.

**Future Agenda Items**

Youth Services literacy research update; Library mission statement review.

**Next Meeting:** January 26, 2016, Faulkner Gallery West, Central Library

**Meeting adjourned:** 12:52 pm

Minutes respectfully submitted by Maria Gordon.