



AGENDA
Library Board of Trustees
Tuesday, December 13, 2016
2:00 p.m.
Library Board Room

CALL TO ORDER

Roll Call: President Mirek Gorny, Trustee Elmer Cameron, Trustee Ron Guiles, Trustee Gary Knight, Trustee Mayra Salazar

ORAL COMMUNICATIONS

The public may address the Board of Trustees on any item which is not on the agenda at this time, provided the item is within the subject matter jurisdiction of the Library Board of Trustees. (Refer to the last page for instructions.)

APPROVAL OF MINUTES

1. Approval of minutes from the Library Board of Trustees Meeting on November 8, 2016.

CURRENT BUSINESS

2. Staff Introduction: Dan Wood, Senior Librarian of Literacy and Youth Services
3. Library Photo Video Policy: Recommended Revisions
4. Escondido Public Library Relocation Feasibility Update

OTHER REPORTS

5. Director of Library and Community Services and Assistant Library Director

ADJOURN

(List of Special Programs and Library Events continue on Page 2)



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Date & Time	Location	Event
December 13 6:00 p.m.	Turrentine Room	<i>2nd Tuesday Book Club:</i> <i>Being Mortal</i> by Atul Gawande
December 24 3:00 p.m.	All Library Facilities	Closed at 3:00 p.m. for Christmas Eve
December 26 All Day	All Library Facilities	Closed for Christmas Holiday
December 31 5:00 p.m.	Customer Service	Last day to participate in <i>Food for Fines</i>
January 4 1:00 p.m.	Turrentine Room	<i>eReaders eXplained</i>
January 6 & 10 10:30 a.m.	Turrentine Room	<i>New Year, New You: Feldenkrais – Natural Pain Relief Workshop</i>
January 10 6:00 p.m.	Turrentine Room	<i>2nd Tuesday Book Club:</i> <i>The Diver's Clothes Lie Empty</i> by Vida Vendela



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UPCOMING MEETING SCHEDULE

Library Board of Trustees Meetings are scheduled the second Tuesday of the month in the Library Board Room. Meetings begin at 2:00 PM.

<i>Day</i>	<i>Date</i>	<i>Time</i>	<i>Location</i>
Tuesday	January 10, 2017	2:00 p.m.	Library Board Room
Tuesday	February 14, 2017	2:00 p.m.	Library Board Room
Tuesday	March 14, 2017	2:00 p.m.	Library Board Room

ADDRESS THE LIBRARY BOARD OF TRUSTEES

Please complete a *Speaker Form* and hand it to the Library Division Coordinator. Submit the *Speaker's Form* prior to Oral Communications or the discussion of an agenda item, including items on the Consent Calendar. Comments are generally limited to 3 minutes. Note: Depending on the number of requests, comments may be reduced to less than 3 minutes per speaker.

Oral Communication: The public may address the Board of Trustees on any item which is not on the agenda during Oral Communications, provided the item is within the subject matter jurisdiction of the Library Board of Trustees. Speakers are limited to only one opportunity to address the Board under Oral Communications. State law prohibits the Library Board from discussing or taking action on such items, but the matter may be referred to the Director of Library and Community Services/staff or scheduled on a subsequent agenda.

Agenda Item: The public may address the Library Board of Trustees on any agenda item, including items on the consent calendar.

Handouts: Handouts for the Library Board of Trustees should be given to the Library Division Coordinator.

To address the Board, when called, please STATE YOUR NAME FOR THE RECORD.



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AGENDA, STAFF REPORTS, AND BACK-UP MATERIALS ARE AVAILABLE:

- Online at <https://www.escondido.org/LBT-agendas.aspx>
- Additional online posting at library.escondido.org/library-board-of-trustees.aspx
- In the City Clerk's Office at City Hall.
- In Escondido Public Library (239 South Kalmia Street) during regular business hours.

AVAILABILITY OF SUPPLEMENTAL MATERIALS AFTER AGENDA POSTING:

Any supplemental writings or documents provided to the Library Board of Trustees regarding any item on this agenda will be made available for public inspection in the City Clerk's Office located at 201 North Broadway during normal business hours, or in the Library Board Room while the meeting is in session.

Please Turn Off All Cell Phones While The Meeting Is In Session

ESCONDIDO PUBLIC LIBRARY HOURS

Monday & Tuesday	10:00 a.m. – 8:00 p.m.
Wednesday, Thursday & Friday	10:00 a.m. – 6:00 p.m.
Saturday	10:00 a.m. – 5:00 p.m.

**Escondido Public Library Board of Trustees
BOARD MEETING MINUTES
Tuesday, November 8, 2016, 2:00 p.m.
Library Board Room**

CALL TO ORDER: Trustee Gorny called the meeting to order at 2:00 p.m.

Members Present: Trustees Mirek Gorny, Elmer Cameron, Gary Knight, Mayra Salazar

Members Absent: Trustee Ron Guiles

Staff Present: Loretta McKinney, Director of Library & Community Services; Cynthia Smith, Assistant Library Director; Joanna Axelrod, Principal Librarian; Misty Breymeyer, Division Coordinator

Written/Oral Communications: None

Agenda Item #1: Approval of minutes: October 11, 2016 meeting

Motion by Trustee Knight and seconded by Trustee Salazar to approve the minutes as written. Motion carried unanimously.

Current Business

Item #2: Library Code of Conduct Policy: Recommended Revisions

Principal Librarian Axelrod presented recommended revisions to the Library Code of Conduct Policy for adoption and incorporation into a broader Code of Conduct Policy for the Library and Community Services Department. Over the years, the various divisions that comprise the Library and Community Services Department have developed Code of Conduct policies. The documents have basic elements in common to address public behavior and regard for public property; however language and formats vary. To accommodate the common standards between the Library, Recreation, Community Services, and Senior Services divisions, a single document has been developed to lend consistency and clarity to be enforced across facilities and functions.

The suggested version has a section for standards of conduct that apply to all facilities, and includes a separate section for Library-specific policies which include use of public computers and dealing with unattended children. The need for extensive reformatting and editing precluded the use of "tracked changes." Principal Librarian Axelrod reviewed the revised document and the reasons for the suggested changes.

Most significantly, a person with a first-time offense can now be excluded from use of any Library and Community Services Department facility for 72 hours (three days). The recommended changes were coordinated across the Department divisions and reviewed and approved by the City Attorney.

Director McKinney shared an article from *Western City Magazine* which discussed the need for a Code of Conduct to address patron behavior issues. The article made recommendations based on precedent-setting court cases specific to this topic, and Escondido Public Library's policy falls in line with the recommendations.

Trustee Cameron expressed concern that it was difficult to evaluate changes without "tracked changes." He recommended that track changes be included in future document revisions. Trustee Cameron also expressed concern that merging Library and Community Services policies across the board creates a problem since the Board of Trustees do not have a say in non-Library facilities. Trustee Gorny acknowledged Trustee Cameron's point, and advocated ensuring that the Policy still reflects the needs of the Library. Director McKinney stated that the merge is to create greater efficiency across the Department and shared standards. The revised Code of Conduct does not allow the Library Board of Trustees to oversee issues that occur at Community Services locations; however, the Community Services Commission may address those issues as appropriate. One document instead of multiple documents will make it easier for staff and the public to understand the expectations for behavior.

Trustee Cameron asked why the proposed document is reviewed by the City Attorney prior to Library Board of Trustees review. Director McKinney responded that it is City protocol to submit documents to the City Attorney first to ensure alignment with City policies and legal parameters.

Motion by Trustee Knight and seconded by Trustee Salazar to approve the Code of Conduct as written. Trustees Gorny, Knight, and Salazar approve; Trustee Cameron opposed.

Item #3: Update on Grape Day Park New Library Task Force

The New Library Task Force staff report was presented to City Council at the October 19, 2016 meeting. Director McKinney summarized the presentation. The staff report discussed the feasibility of relocating a new Library to Grape Day Park at two possible site locations. Option 1 would place the Library at the corner of Escondido Boulevard and Woodward Avenue (AKA Site 1). The Task Force also evaluated the possibility of a new Library at the corner of Escondido Boulevard and Washington Avenue as Option 2 (AKA Site 2). Both site locations reviewed geo-technical aspects, associated costs, parking issues, and potential environmental impacts. The Task Force recommended 70,000 square feet as an appropriate building size at either site, utilizing a concept of indoor and outdoor space. The staff report discussed the possibility for private partnership opportunities, and noted the loss of rental revenue from the possible sale of the current City property on Kalmia Street.

Site 1 would require a parking structure to be built. Site 2 currently has a gas station with possible leaking storage tank on the property; and possible environmental remediation costs are anticipated. The cost of remediation and land acquisition of Site 2 would be offset by not building a parking structure but instead using existing parking lots. Site 2 does allow for a greater opportunity to create a larger facility versus being limited to the current City owned property at Site 1. Site 2 could also generate economic

development throughout the downtown Washington Avenue area. Ultimately, there is an approximate difference of \$2 million in the two proposed sites. City Council supported the idea of Site 2 and directed staff to explore the new market tax credit, private partnerships, and property acquisitions. City Manager Graham Mitchell will develop a Request for Qualifications to explore the public response.

Trustee Knight asked if there was concern that pursuing Site 1 would deter further consideration of expanding Grape Day Park. Director McKinney responded it was not prohibitive. Site 2 includes considerations to the Downtown Specific Plan of the General Plan which already calls for a park expansion to Washington Avenue. The Library could be a catalyst to this expansion and generate consideration of incorporating multi-use options within a Library project to maximize interest in the downtown area.

Trustee Cameron asked if there were any proposed ballot measures in the current or near future elections that would help produce this project. Director McKinney responded not at this time, but grants may be explored. Assistant Director Smith stated that a State bond measure to support public library construction is not on the horizon.

Other Reports

Item #4: Director of Library & Community Services

Assistant Director Smith reported that Dan Wood has been selected to fill the Senior Librarian for Literacy and Youth Services position and will begin work on November 28, 2016. He has worked at Carlsbad City Library and Temecula Public Library. There is currently a vacancy in Youth Services for a part-time Library Associate position. The internal job posting closes on Thursday, November 10, 2016.

The Old Globe Theater's community outreach program, *Globe for All*, will present an educational workshop on Shakespeare and a live production of the play *Measure for Measure* in the round on November 19, 2016 in the Turrentine Room. Also, the *2nd Saturday Concert Series* season begins on November 12, 2016, featuring the *Q-Ban Street Band*. Library Trustees are invited to attend programs.

A Request for Bid for the Library's new RFID/AMH project opened on November 7, 2016 and will close on November 21, 2016. The bids and vendors will be evaluated in December and implementation is expected in Spring 2017. In preparation for the project, a major materials weeding project is underway. The RFID/AMH project is funded through Capital Improvement Project Funds. Equipment can be transferable to a new facility.

Director McKinney stated that City Manager Graham Mitchell has submitted his resignation and will leave his position by December 31, 2016. A recruitment for a new City Manager is underway.

Adjourned: Trustee Gorny adjourned meeting at 3:02 p.m.



LIBRARY BOARD OF TRUSTEES

Agenda Item No. 2
Date: December 13, 2016

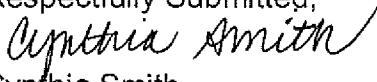
TO: Library Board of Trustees
FROM: Cynthia Smith, Assistant Library Director
SUBJECT: Staff Introduction: Dan Wood, Senior Librarian of Literacy and Youth Services

Recommendation: Receive information

Background:

Dan Wood serves as Escondido Public Library's Senior Librarian of Literacy and Youth Services. He will share his educational and professional background as well as provide an introduction to his roles and responsibilities within Literacy and Youth Services.

Respectfully Submitted,


Cynthia Smith
Assistant Library Director



LIBRARY BOARD OF TRUSTEES

Agenda Item No. 3
Date: December 13, 2016

TO: Library Board of Trustees
FROM: Cynthia Smith, Assistant Library Director and
Joanna Axelrod, Principal Librarian
SUBJECT: Library Photo Video Policy: Recommended Revisions

Recommendation: It is requested that the Library Board of Trustees review and approve the red-lined changes.

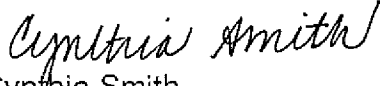
Background:

Library policies are reviewed periodically by Library Administration to ensure they are up-to-date, clear, concise, and serve their intended purpose. In seeking clarification from the City Attorney's office about photo waiver retention guidelines, the following changes were recommended to the language of the policy statement.

A red-lined version of the current Photo Video policy is attached for review.

The Photo Video Policy statement is printed and displayed in eight locations on the Library campus and is accessible on the Library's website <https://library.escondido.org/photo-and-video-policy.aspx>. Upon approval, the revised edition will be made available at all of these locations.

Respectfully Submitted,


Cynthia Smith
Assistant Library Director

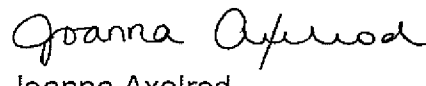

Joanna Axelrod
Principal Librarian



Photo & Video Policy Statement

~~Attendance at any~~ By attending any Library program, constitutes you are granting the Escondido Public Library permission to photograph or video record for you or and your children, to be photographed, and/or video recorded and to use such images or recordings on the Library website or elsewhere to publicize the Library for Escondido Public Library publicity purposes and/or website use.

If you *do not* want you or your children to be photographed or video recorded, please inform a Library staff person in charge. Names of individuals will not be used in photo captions.



~~Photo & Video Policy Statement~~

~~Programs, events and classes may be photographed or video recorded for Library promotional purposes. Please notify Library staff if you prefer not to be photographed.~~



LIBRARY BOARD OF TRUSTEES

Agenda Item No. 4
Date: December 13, 2016

TO: Library Board of Trustees
FROM: Loretta McKinney, Director of Library and Community Services
SUBJECT: Escondido Public Library Relocation Feasibility Update

Recommendation: Receive information and file.

Background:

On October 19, 2016, staff presented a report regarding the potential relocation and expansion of the Escondido Public Library to one or two possible sites; one within the current Grape Day Park at Escondido Boulevard and Woodward Avenue and the other in an envisioned future expansion of Grape Day Park, located at Escondido Boulevard and Washington Avenue.

The City Council directed staff to explore the feasibility of relocating and expanding the Library within the envisioned future expansion of Grape Day Park and to issue a Request for Qualifications to public/private partnership companies with New Market Tax Credit experience.

Staff is currently working on the Request for Qualifications and anticipate returning to the City Council with a report in January 2017.

Included is a recent article that appeared in the *San Diego Union-Tribune* on December 4, 2016 that provides additional information for your review.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Cynthia Amador for Loretta McKinney".

Loretta McKinney
Director of Library and Community Services

City scores a downtown hotel Marriott, library and park expansion could reshape central Escondido

J. HARRY JONES

PUBLICATION: San Diego Union-Tribune, The (CA)

SECTION: Local

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EDITION: Final NO

Page: 1

ESCONDIDO

Plans are in motion to build a five-story, 153-room Courtyard by Marriott hotel near the edge of Escondido City Hall, the latest in a series of ambitious projects that could reshape the city's downtown and Grape Day Park over the next decade.

The hotel would connect to the California Center for the Arts, Escondido and would be situated on what is now a narrow parking lot off West Valley Parkway. An agreement is still being negotiated between the city and Escondido Development 2 LLC, which is controlled by longtime local developer Craig Clark.

Under the proposal, the city would give the land to Clark, but wouldn't offer any upfront cash as a subsidy, said City Manager Graham Mitchell. He and Clark said other incentives are being discussed, such as sharing transient occupancy tax revenues.

The hotel could figure into a much grander vision for central Escondido that would hinge in part on an \$80 million bond measure being put to voters in 2018 to pay for a new library at the corner of Washington Avenue and Escondido Boulevard and an expansion of Grape Day Park that would eventually double the park's size.

Mitchell said several community workshops will be scheduled soon to gather the public's input into the library and park plans. By mid-February, the city will issue a request for interested developers to submit preliminary ideas about how a much bigger park could be accomplished.

The goal is to have a bond measure placed on the ballot in 2018 that would pay for a new library and the land it would occupy, as well as to acquire other private land where numerous businesses now reside. The goal is to one day expand Grape Day

Park all the way north to Washington Avenue between Escondido Boulevard and Broadway.

"We're trying to bring more housing downtown and we're going to need more open space for the residents who live there," said Councilman John Masson, who is championing the idea of a bond measure.

"Expanding the park, adding the library, expanding downtown and that central core north, would be good for Escondido," he said.

The hotel plans were submitted on Nov. 18. Unlike prior versions, there would be no underground parking, which Clark said will speed up the construction process.

"I've intentionally stayed very, very quiet about this because you'll remember the last time (2010) I had full entitlements for a full-service Marriott and at the last minute we got a frivolous environmental lawsuit which

cost us the deal," he said. "It's taken us five years to get this thing back on track."

He said he hopes to have the plans before the city's Planning Commission by the end of January.

"I've been working on this for 10 years so don't talk to me about fast," Clark said. "My lender's been waiting on me for a year. Loans are starting to move, interest rates are starting to move, costs are definitely going up. Time is of the essence. We're ready."

Clark said if his plans are approved by the Planning Commission and City Council, ground could be broken this coming fall and the hotel could be open for business by fall of 2018.

The most recent hotel plans have been quietly negotiated for a couple years and have nothing to do with the library and park expansion plans, although both concepts have been around for more than a decade.

Ken Erickson, an architect and Escondido native, has

been working on plans to expand the park since 2004 and his vision has now been embraced by council.

"In Escondido we don't have the ocean or the beach," Erickson said. "We have a lovely valley, good weather, good people. We're located central to North County, so there is a lot of potential. We have to decide who we want to be and then create that."

Erickson said up until the 1960s Grape Day Park was the focal point of the city, but as the city grew it became less used. Today many people stay away because of the homeless population that hangs out there during the day.

By building a state-of-the-art library, which would attract thousands of people daily, the hope is the park will be revitalized, he said.

Erickson imagines cafes and restaurants on the park's borders - a place people will come to relax for hours.

Masson said he brought the park and library plans before

the council last year after seeing proposals to spend \$30 million or more expanding and renovating the existing library on Kalmia Street.

"If we're going to go out to the taxpayers for money to ask them to foot the bill, I'm not going to throw good money after bad by expanding our existing library," Masson said.

He too envisions a vibrant park, anchored by the library to the north, the performing arts center to the south, and possibly a gymnasium and new city swimming pool on the northeast corner of the expanded park where a Walgreen's drugstore now sits.

"I'd rather spend \$80 million on something that's going to put us on a different level than \$30 or \$40 million on a band-aid approach," he said.

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