

# SANTA MONICA PUBLIC LIBRARY BOARD



## Minutes of the REGULAR Meeting of July 5, 2007 To Be Approved

A REGULAR meeting of the Library Board was called to order by Chairperson, Edward Edwards, at 7:00 p.m., Thursday, July 5, 2007 at the Administrative Conference Room, Main Library, 601 Santa Monica Blvd., Santa Monica.

**Call to Order**

**PRESENT:** Boardmember Breisch, Chairperson Edwards, Boardmember Oppenheim and Vice Chair Stern

**Roll Call**

**ALSO PRESENT:** Claudia Fishler, Assistant City Librarian; Rachel Foyt, Administrative Analyst

No report.

**Communications from the Public**

Boardmember Oppenheim made a motion to approve the minutes of the Library Board meeting of June 7, 2007. Boardmember Breisch seconded the motion. The minutes were approved in a unanimous voice vote.

**Approval of the Library Board Minutes**

In absence of minutes from the Friends of the Library June meeting Claudia Fishler, Assistant City Librarian, gave a brief report on the Friends of the Santa Monica Public Library activities. The Friends approved a \$7300 request for funds from staff for five chairs and two tables for the Fairview Branch Library.

**Report from the Friends of the Library, a Library Support Group**

The California Association of Library Trustees and Commissioners is accepting award nominations for 2007. The Library Board voted unanimously to nominate Kent Lewis for his work with the Friends of the Library Book Store. Staff will work with the Library Boardmembers to prepare the application.

**CALTAC 2007 Award Nominations**

The designer contracted to do the work on the building plaques for the Main Library, the Public Safety Facility and Virginia Ave. Park is awaiting a final agreement to be approved by the City. Once that approval is received he will begin work on the Library Board plaque for the Main Library.

**Update on the Library Board Plaque**

Ms. Fishler updated the Board on the possible relocation site for the Shotgun House. At the June 26 City Council meeting Council supported in concept the potential permanent site on Norman Place and Second Street, prior to regulatory review, and authorized the issuance of a Request for Proposals to select a non-profit organization to relocate the house, rehabilitate it and lease it from the city for public benefit. Council discussion confirmed that the intent of the motion is to make the eligibility criteria as broad as possible. Council also directed staff to complete the site improvements needed to ready the location for the house.

**Update on the Shotgun House**

The Content Cooperative Project is a pilot program developed by the Online Computer Library Center (OCLC) for various types of libraries to submit materials in digital format. The Library submitted 546 images to the pilot project and will have access to the images for 11 months.

**Content Cooperative Project from Online Computer Library Center (OCLC)**

SIRSI will no longer be able to host the Image Archives Collection. Library staff is investigating CONTENTdm a service from OCLC as a way to continue offering the Image Archives online and to put the Palisades and the Big Blue Bus Collections online. There is an annual subscription fee for CONTENTdm.

Also as a temporary solution to allow patron access staff is investigating putting the Palisades Collection some 5,000 images on a stand alone computer in the local history room.

Library catalog and database subscriptions (E-source) stations menu page has been updated to show general names and list databases by name.

**New Menu Page for the Library E-Source Stations**

The EBSCO Health Database has been added to the Library database subscriptions. The EBSCO database is more consumer oriented than the previous Gale health database that it replaces. The EBSCO database contains physician generated videos, health encyclopedias and journal articles.

**Ebsco Health Database**

A brochure featuring the Main Library landscaping is available in print and online.

**Main Library Landscaping Brochure**

The Board discussed the article *Serial Wars* by Lee C. Van Orsdel and Kathleen Born on journal publications from the April 15, 2007 Library Journal.

**Nationwide Current Library Trends - Review of Library Journal Articles**

The City Information Systems Division added an additional 3mgs to the Library T1 line to help with bandwidth and the wireless area. The City is investigating additional permanent solutions.

**Secretary's Report**

**Purchase of Additional T1 Line**

The Library purchased self check out stations for the Fairview Branch and the Montana Ave. Branch. Some self check out equipment was purchased for the Ocean Park Branch. A machine to unlock DVD's and CDs at the self checkout stations was purchased for the Main Library. The machine will be tested and if it works successful one will be purchased for each of the branch libraries.

**Report on Recent Library Purchases**

Ergonomic staff task chairs were ordered for the branch libraries. Additional security cameras were ordered for the Main Library. The cameras will be trained on the Library entrances/exits and restrooms.

At the May 23 City Council budget study session Council directed Library staff to investigate the feasibility of having Mac computers available for the public. Staff has learned that the internet management system SAM is not compatible with the Mac computers.

**Evaluation of Mac Computers for Public Use**

Representatives from the Santa Monica Historical Society Museum attended a meeting at the Main Library where they answered questions and updated Library staff on the progress of the museum. Architect Kris Andresen, Andrea

**Santa Monica Historical Society Museum Update**

Engstrom, Jean Ann Holbrook and Iao Katagiri met with Library staff.

Ms. Fishler walked the Library Board through the architectural and furniture plans for the museum. The Board viewed boards displaying the colors, fabric swatches and finishings selected for the museum.

The museum held a fundraising event on June 24 where they received \$70,000 worth of pledges. The museum fundraisers have a commitment for a loan to underwrite the balance of funding that has not been raised.

Ms. Fishler reported that the museum is approximately 4-6 weeks away from the permit for tenant improvements. They are currently working on a budget, operating plan and schedule, delivery of which triggers a notice of delivery of space. The museum staff then has 90 days to submit the construction plans to the Library and 18 months to finish construction.

The Library Board would like a presentation from museum staff in September.

Ms. Fishler reported that on Wednesday, June 27 at about 7pm the Library was evacuated due to an obnoxious odor in the Reference Collection. People were experiencing scratchy throats and eyes.

**Main Library  
Evacuation on June  
27**

Santa Monica Police and Fire Department staff arrived quickly and began to assess the odor and search for the cause. They found a substance in one of the aisles but their equipment could not identify it. The County Health Department was called to bring in more sophisticated equipment. At that point they told Library staff to evacuate the building as a precaution. The Main Library closed at about 7pm.

Some time later the County staff found that the substance was a glycol and alcohol mixture and that the area was safe. They were able to explain to the custodial crew how to clean the area.

The Library Board asked that the following items be included in next Library Board agenda: facilities tour of the Ocean Park Branch; a report from the American Library Association Conference; the 2006/07 statistical report; and an update on the library board plaque.

**Agenda Building**

Boardmember Oppenheim moved to adjourn the meeting. Vice Chair Stern seconded the motion. The motion was approved in a unanimous voice vote. The meeting was adjourned at 8:30pm.

**Adjournment**

Attest:

Approved:

Greg Mullen

Edward Edwards

City Librarian

Library Board Chair