

# SANTA MONICA PUBLIC LIBRARY BOARD



## Minutes of the SPECIAL Meeting of February 4, 2010 To Be Approved

- Call to Order** A SPECIAL meeting of the Library Board was called to order by Chairperson, Edward Edwards, at 7:02 p.m., Thursday, February 4, 2010 at the Community Meeting Room, Montana Ave. Branch Library, 1704 Montana Ave., Santa Monica.
- Roll Call**
- PRESENT:** Boardmember Blackwell, Boardmember Breisch, Chairperson Edwards, and Boardmember Oppenheim
- ALSO PRESENT:** Susan Annett, Principal Librarian, Public & Branch Services; Robert Graves, Librarian I, Public Services; Greg Mullen, City Librarian; Rachel Foyt, Administrative Analyst
- Public Input** No report.
- Approval of the Library Board Minutes** Motion by Boardmember Blackwell, seconded by Boardmember Breisch to approve the minutes of the Library Board meeting of December 3, 2009. The motion was approved by the following vote:
- AYES: Boardmember Blackwell , Boardmember Breisch, Chairperson Edwards, and Boardmember Oppenheim
- NOES: None.
- ABSENT: Vice Chair Stern
- Report from the Friends of the Library, a Library Support Group** Chair Edwards gave a report on the Friends of the Library January Board meeting. The Friends purchased two music stands for use at Library events in the Martin King Jr. Auditorium. The Friends are currently accepting nominations for the Volunteer of the Year who will be honored at this year's volunteer appreciation brunch being planned for March 7.
- Update on the Library Budget Plan** Greg Mullen, City Librarian, reported that no additional cuts to the Library budget were implemented for the 2009/10 fiscal year. Instead of taking the cuts the city will use the capital improvement project budget and

salary savings to close the budget shortfall.

Mr. Mullen reported that there is a projected budget shortfall of \$13 million in the city's general fund for fiscal year 2010/11. City departments have been asked to present four budget proposals for fiscal year 2010/11 including the reflection of 3%, 5% and 7% cuts. City staff has been asked not to make cuts to salaries and wages.

A large part of the Library's budget is salaries and wages. Excluding cuts to salaries and wages would mean that Library staff would have to make up to a 30% cut in the materials' budget. This budget cut would have a substantial impact on the Library's collection. Library staff is proposing a reduction in hours at the Main Library as an alternative to the cut in the materials' budget.

The replacement of the Integrated Library System (ILS) continues to be a priority for the Library. ILS is the software responsible for managing patron transactions and reporting fines and fees. Staff has concerns about the reliability of the software and the potential for a failure of the system. Additionally, the current system prevents Library staff from implementing new services.

Boardmember Oppenheim made a motion that the budget priority, consistent with the Library's mission, focus on maintaining service to the community and any budget cuts not affect the staff's ability to maintain the Library collection. The motion was not seconded.

Board discussion followed.

Boardmember Oppenheim suggested that Chair Edwards draft a letter to City Council summarizing the Library Board's discussion of the Library budget.

**Report on Citywide Reads 2010**

Robert Graves, Librarian I, Public Services reported on Citywide Reads 2010. Citywide Reads begins February 12 and runs through March 13. This year's selection is *Little Bee* by Chris Cleave. Many special events are planned for Citywide Reads including: a stage reading of passages from *Little Bee*; an afternoon discussion with the author; a City TV call-in show; book discussions; movie screenings; and a program on the art of storytelling.

**Update on the Pico Area Branch Library**

A staff report to City Council on the February 23 agenda asks Council to affirm Virginia Ave. Park as the appropriate site for the new Branch Library to serve the Pico neighborhood; and authorize the City Manager to negotiate and execute a professional services agreement with Koning Eizenberg Architecture for design and bid preparation documents for the Pico Branch Library.

The contract for a Library consultant to work on the Pico Branch is moving forward.

**Branch Programming**

Susan Annett, Principal Librarian, Public & Branch Services spoke to the Board about Library programming. Staff has developed both Adult and Children's programming guidelines in a response to the number of requests for programming partnerships.

The adult and children's programmers meet quarterly to discuss and select the best program proposals. The programmers decide where the program might be a good fit matching the performer with the right staff member, location and format.

The Branches tend to emphasize children's and teen programming. Programming is vital to the neighborhoods and maintaining the sense of community.

**2010 Annual Board and Commission Dinner**

The 2010 Annual Board and Commission dinner is on Monday, May 10. The Board suggested including a presentation on the new Pico Branch Library or a report on the Montana Ave Branch 50<sup>th</sup> Anniversary for their annual video report.

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

American Library Association on-line newsletter featured Santa Monica Public Library's library card in a feature article on library cards.

**Secretary's Report**

**Update on the Santa Monica Historical Society Museum**

The Santa Monica History Museum's construction work is on-going and on schedule however, there is a delay with the exhibit fabricator, which may delay the opening of the museum.

**Library Statistics**

Staff distributed Library statistics for October, November and December 2009. Board discussion followed.

**Facility Update**

The removal of a dead eucalypts tree at the Ocean Park Branch led to a break in the water main and the Branch was closed on January 12. The Ocean Park Branch will be closed and tented for termites on February 23, 24 and 25. The sign in front of the Ocean Park Branch is not in code compliance and it is in poor condition. Library staff is working with a designer to have a new sign designed and installed. Celia Carroll the Branch Manager at the Ocean Park Branch has announced her retirement. Her last day is April 10.

Bike theft continues to be a security issue at the Main Library. The police department reported that arrests have been made. Library staff is working to get security cameras in place.

The landscaping in front of Montana will be replaced.

**Agenda Building**

The Library Board asked that the following items be included in next Library Board agenda: a report on Citywide Reads; an update on the Library budget; a report on the Pico Branch Library project; a update on upcoming events; and a report on what the State is doing with regard to library funding.

**Adjournment**

Chair Edwards adjourned the meeting at 8:40 p.m.

Attest:

Approved:

Greg Mullen

City Librarian

Edward Edwards

Library Board Chair

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