

SANTA MONICA PUBLIC LIBRARY BOARD



Minutes of the SPECIAL Meeting of April 10, 2014 To Be Approved

Call to Order	A SPECIAL meeting of the Library Board was called to order by Chair Kathie Sheldon, at 7:00p.m. Thursday, April 10, 2014 at the Main Library, Administrative Conference Room, 601 Santa Monica Blvd., Santa Monica.
Roll Call	<p>PRESENT: Vice Chair Ken Blackwell, Boardmember Gene Oppenheim, Chair Kathie Sheldon and Boardmember Bryce Snell</p> <p>ABSENT: Boardmember Ken Breisch</p> <p>ALSO PRESENT: Lucien Plauzoles, Santa Monica resident; Rachel Foyt, Administrative Analyst and Claudia Fishler, Acting City Librarian</p>
Public Input	None.
Email Communication from the Public	<p>The Library Board reviewed an email communication from Rene Mowrey regarding the \$25.00 non-resident library card fee and an email communication from Richard Polep regarding the \$25.00 non-resident library card fee. The Board directed Library staff to respond to the email communications from Rene Mowrey and Richard Polep.</p> <p>Boardmember Gene Oppenheim made a motion seconded Vice Chair Blackwell that the Library Board ask the City Council to amend the non-resident library card fee to say that students attending any school in the district may obtain a library card without a fee.</p> <p>AYES: Vice Chair Ken Blackwell, Boardmember Gene Oppenheim, Chair Kathie Sheldon and Boardmember Bryce Snell</p> <p>NOES: None</p> <p>ABSTAIN: None</p> <p>ABSENT: Boardmember Ken Breisch</p> <p>Chair Kathie Sheldon will draft a letter to City Council.</p>
Approval of the Library Board Minutes	<p>Motion by Boardmember Gene Oppenheim seconded by Boardmember Bryce Snell, to approve the minutes of the Library Board meeting of March 6, 2014. The motion was approved by the following vote:</p> <p>AYES: Vice Chair Ken Blackwell, Boardmember Gene Oppenheim, Chair Kathie Sheldon and Boardmember Bryce Snell</p> <p>NOES: None</p>

ABSTAIN: None

ABSENT: Boardmember Ken Breisch

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

Rachel Foyt, Administrative Analyst, reported on the activities of the Friends of the Library. The Friends held their Board meeting on March 10. The next Friends Board meeting will be on May 12 at which they will discuss the fiscal year 2014/15 budget. Several Friends Boardmembers have resigned. The membership and the executive committees have been meeting to plan for a membership campaign.

Report on the Pico Branch Library

Claudia Fishler, Acting City Librarian, reported on the construction progress at the Pico Branch Library. Staff distributed photos of The Annex and the Branch Library to the Board for review. The exterior metal panels on The Annex and the Branch are holding up the grand opening. The panels were delivered to the Branch without a layout plan and with burrs on the cuts therefore, the panels needed to be sanded and powder coated. Since the permanent furniture has not been delivered rental furniture is being used for the soft opening. The directional signage in the park needs to be updated to include the Library and The Annex.

The soft opening of the Pico Branch Library will be on Wednesday, April 23. The grand opening is planned for Saturday, June 28 from 11:00 am – 4:00 pm. Staff are hosting a tour of the Pico Branch on Tuesday, April 22 at 7:00 pm for the Library Board, Friends of the Library Board, Recreation and Parks Commission and the Virginia Ave. Park Advisory Board.

Report on Changes in Library Circulation Procedures

Ms. Fishler reported on the changes to the check-out limits, number of renewals and number of holds allowed. Items may be renewed twice if the material is not on hold. Most materials can now be renewed for a total of 12 weeks. The checkout limits for new books, DVD and audiobooks will be raised from 10 to 20.

Report on the Santa Monica Public Library Budget for 2014/15

Ms. Fishler reported on the Library budget for fiscal year 2014 – 2015. The City Manager is requiring departments that do not hit their revenue goals to make up the lack of funding. The Library is short \$215,000 in projected revenue from non-resident library card fees and computer session fees. Due to salary savings and retirements there is enough money to cover the short fall this fiscal year.

The budget needs to be brought in line with the projections for fiscal year 2015 – 2016. The staff made \$100,000 in cuts to the Library budget; the as-needed budget was reduced by \$50,000, the supplies and expense budget by \$20,000, and the materials budget by \$30,000. In addition to cutting the budget staff reduced the projected non-resident library card fees and the computer session fees.

Santa Monica's 1890s Shotgun House Moved to its New Permanent Location on Second Street Across From the Ocean Park Branch Library

Ms. Fishler distributed photos and reported on the shotgun house's new location across from the Ocean Park Branch Library. The architect for the shotgun house thinks it will be about six months before the shotgun house will be open to the public. The house needs a foundation, a porch and an enclosure at the rear of the building for a restroom.

In addition to the changes to the house itself some changes are needed to the handicapped parking space at the Ocean Park Branch. The current handicapped parking space is not wide enough to meet current Americans with Disability Act standards. The book drops need to be moved to make space for the increase in the size of the handicapped parking space. The parking spaces will be reconfigured to create a

3 minute drop off space for the book return bin. The Ocean Park Branch will also get new bike racks.

2014 Santa Monica Public Library User Survey

Staff distributed a draft of the annual user survey. Board discussion followed. Boardmember Gene Oppenheim suggested asking about staffing at the Computer Commons and asking patrons to rank the libraries in order of use.

Nationwide Current Library Trends - Review of Library Journal Articles

The Board discussed library journal articles. Boardmember Gene Oppenheim shared an article from the LA Times titled *Zola's Bookish recommendation engine goes to work for libraries*.

Chair Kathie Sheldon highlighted an article from American Libraries about a program called Reading Wildly developed to inspire youth services staff to read different genres and improve their readers' advisory skills.

Secretary's Report

Update on Library Services and Programs

Rachel Foyt, Administrative Analyst, reported on The Big Read. The kick-off celebration consisting of an outdoor concert, a paper flower making craft and refreshments was held on March 26. Three book discussions and four events including workshops at the Santa Monica Museum of Art were held. More book discussions and events are planned. Luis Alberto Urrea, author of *Into the Beautiful North* will appear via Skype in April. The Big Read program concludes on May 3.

Claudia Fishler, Acting City Librarian, reported that the Library sold 640 non-resident library cards and 1,061 computer sessions in March.

Young Adult Services and Reference Services are asking teens to participate in a Share Santa Monica teen photo-sharing event from April 7 through May 31. Santa Monica students in grades 8 to 12 are contributing digital photos they take of Santa Monica to Share Santa Monica, a resource designed to foster an online community of local history enthusiasts. They will qualify for fifteen minutes of volunteer credit for each image and can receive up to two hours of volunteer credit for eight submitted photos.

Update on Library Staffing

Human Resources has completed recruitment for a Computer Services Specialist to serve the Library. The person will work Tuesday – Saturday. The Lead System Analyst position is open and recruitment is ongoing.

Update on Library Facilities and Equipment

The City is investigating adding twelve electric vehicle charging stations on level P1 in the Main Library parking garage.

The Fairview renovation planning is continuing. It will be a 5-6 month project. The lighting in the ceiling will be replaced with LED lighting.

The staff and public copiers are being replaced system wide.

There is a new function on the Library's integrated library system. The scanner now reads the new barcode on a California driver's license and populates the information from the driver's license in the registration fields.

An application is available that creates a digital representation of the Santa Monica Public Library card that can be read by the checkout scanners.

Update on Library Security and Safety

Someone started a fire at the Norman Place entrance of the Ocean Park Branch and there was a break in at the Pico Branch Library.

Staff distributed the homeless count at the Main Library.

What Are You Reading?

The Boardmembers discussed the books they are reading.

Agenda Building

The Library Board asked that the following items be included in the next Library Board agenda: letter from the Santa Monica Democratic Club; a report on The Big Read; and a follow up on the Share Santa Monica teen photo-sharing event.

The Board held a discussion of the date and location for the May Library Board meeting

Adjournment

Chair Kathie Sheldon adjourned the meeting at 9:50 p.m.

Attest:

Approved:

Claudia Fishler
Acting City Librarian

Kathie Sheldon
Library Board Chair