

# SANTA MONICA PUBLIC LIBRARY BOARD

## Minutes of the SPECIAL Meeting of January 8, 2004 To Be Approved

A SPECIAL meeting of the Library Board was called to order by Vice Chairperson, Edward Edwards, at 7:00 p.m., Thursday, January 8, 2004 at the Montana Ave. Branch Library, 1704 Montana Ave., Santa Monica.

**Call to Order**

**PRESENT:** Vice Chair Edwards, Boardmember Field, Boardmember Oppenheim and Boardmember Stern

**Roll Call**

**ALSO PRESENT:** Greg Mullen, 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 December 4, 2003. Boardmember Stern seconded the motion. The minutes were approved in a unanimous voice vote.

**Approval of the Library Board Minutes**

The Board heard a report from the December 8, 2003 Friends of the Library Board of Director's meeting. Gordon Anderson, Assistant City Manager, attended the Friends of the Library Board meeting to discuss the new Main Library Building Project.

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

The Friends approved allocating \$5,000 at their upcoming January 12 meeting for the purchase of books on CD. The books on CD would update the audio book collection at the Branches by replacing existing copies of books on audiocassette.

The Friends of the Library paver fundraising campaign for the Fairview Branch Library has raised fifty percent of its goal.

The inscribed pavers from the Friends fundraising campaign for the Montana Ave. Branch have arrived and are scheduled to be installed in January.

The City of Santa Monica Board of Trustees, Library Board and the City of Santa Monica, Library Inspectors are being sued by Carlos Franklin Bell-Outlaw in small claims court. The City Attorney's office will represent the Library in court.

**Small Claims Court Case**

Cynni Murphy, Image Archive Librarian, is asking the Library Board to approve an increase in the fee for large format photographic reproductions of image archive prints. The expense in terms of staff time and mileage reimbursement warrants the increase. The larger prints are quite frequently requested by commercial clients who resell the images at a substantial increase.

**Approval of Changes  
in the Image Archive  
Fees**

The proposed increase in cost of an 11x14 print is from \$28 to \$35 (Library's current cost is \$24) and a 16x20 print from \$40 to \$60 (Library's current cost is \$38).

Smaller prints are more often requested for personal use and would remain the same price – 5x7 is \$10; an 8x10 is \$14.00.

Boardmember Oppenheim made a motion to approve the increase as written. Boardmember Field seconded the motion and the motion passed in a unanimous voice vote.

The Board discussed the estimated additional staffing needs and costs for the new Main Library. The new Library is slated to open in late fall 2005. The estimated increases would impact the 2005/06 budget. The opening of the new Library would also have a financial impact on other city departments.

**New Library Budget &  
Expenditures**

The Board reviewed schematics and elevations of the architect's design to display the Stanton Macdonald-Wright Mural. Two different schemes are proposed. One scheme presents the panels together maintaining cohesive scenes that fit opportunistically onto large wall areas while the other scheme presents the panels in their original sequence.

**Schematics and  
Elevations – SMW  
Mural**

Many of the specifications for the display and hanging of the mural panels will be determined by museum standards. The main concerns are - security, exposure to direct sunlight, climate and humidity control. Ilene Fort, the museum consultant working with Moore Ruble Yudell, recommends the scheme that keeps the panels together maintaining cohesive scenes.

Susan Annett, Principal Librarian for Public Services provided information updating the Library Board on the progress of Citywide Reads. *Berlin Stories* by Christopher Isherwood is the featured book this year. Citywide Reads is being launched during National Library Week April 17 and concludes May 1 at the Santa Monica Festival.

**Citywide Reads -  
Update**

Program highlights include: book discussion groups meeting throughout Santa Monica; a panel discussion by experts on Isherwood and the Weimar era; a jazz concert; a staged reading; and a cabaret night

for teens.

The Board discussed several journal articles including an Associated Press article by Ted Bridis in which the FBI issues and alert against almanac carriers.

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

City Librarian, Winona Allard is included in the article *50 Women Who Made a Difference* in the Winter 2004 issue of Ms. Magazine.

Mr. Mullen followed up on questions from the December 4, 2003 Board meeting regarding RFID (Radio Frequency Identification) tags.

**Secretary's Report**

The Main Library Building Project is moving according to schedule in spite of additional abatement work needed to remove asbestos found in the soil. Construction is continuing and a webcam will be linked to the Library homepage so the public can view construction progress. The anticipated opening of New Main Library is Fall 2005.

**Main Library Building - Update**

A mock up of the precast concrete siding is on display at the site. Administration will schedule a site tour for the Board.

Moore Ruble Yudell (MRY) is currently working on a redesign of the Youth Services area. Staff is scheduled to meet with MRY in January to discuss the progress.

Boardmember Field has been asked to speak on Library advocacy at the CALTAC Southern Workshop held at the Fullerton Public Library on March 27, 2004. The Library Board is invited to attend the workshop.

**CALTAC Workshop**

Boardmember Field requested the Board's ideas on advocacy specifically input on what the Library Board has done to get their message to the community. Board discussion followed.

The Library has been contacted by Arcadia Publishing to collaborate on the creation of a photo book about the Santa Monica Community. Nancy O'Neil, Principal Librarian for Reference Services and Cynni Murphy, Image Archive Librarian plan to work on the book. The Santa Monica Historical Society Museum will also collaborate.

**Creation of a Photo Book**

Mr. Mullen reported to the Board on the Library's new Internet access system, CybraryN. The access system allows users to register at a registration terminal using their pin number. Users are still allowed one hour per day but they may split the hour into several blocks of time throughout the day. After the hour has been used the system times the user out. Reservations may be made in person or by phone for any Santa Monica Library Branch for any available time.

**CybraryN**

In January 2003 the Library Board approved a 90-day trial of the Unique Management collection agency. Mr. Mullen reported that the trial has been successful. The Library has had a 46% response rate of people who have either returned the material or have paid fees.

**Unique Management  
Collection Agency**

The Library Board asked that the following items be included in the next Library Board agenda: update on the new Main Library Building Project; approval of the Library continuing with Unique Management collection agency; redesign of the Youth Service area; a budget update and an updated list of the furniture and fixtures for the new Main Library.

**Agenda Building**

Boardmember Oppenheim moved to adjourn the meeting. Boardmember Stern seconded the motion. The motion was approved in a unanimous voice vote. The meeting was adjourned at 8:34 pm.

**Adjournment**

Attest:

Approved:

Greg Mullen

Kenneth Breisch

Assistant City Librarian

Library Board Chair