

# SANTA MONICA PUBLIC LIBRARY BOARD



## Minutes of the SPECIAL Meeting of January 10, 2008 To Be Approved

A SPECIAL meeting of the Library Board was called to order by Chairperson, Edward Edwards, at 7:00 p.m., Thursday, January 10, 2008 at the Conference Room, Ocean Park Branch Library, 2601 Main Street, Santa Monica.

**Call to Order**

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

**Roll Call**

**ALSO PRESENT:** Celia Carroll, Ocean Park Branch Manager; Greg Mullen, City Librarian; Rachel Foyt, Administrative Analyst

Boardmember Oppenheim made a motion to approve the minutes of the Library Board meeting of December 6, 2007. Boardmember Blackwell seconded the motion. The minutes were approved in a unanimous voice vote.

**Approval of the Library Board Minutes**

Celia Carroll, Ocean Park Branch Manager, spoke to the Board about upcoming January programs at the Ocean Park Branch. Ms. Carroll reported that renovations to the community meeting room and the staff office area were completed.

**Public Input**

The Board discussed an email communication from Madeleine Leveille from Woodbridge, CT regarding public internet access at the Main Library. The Board reviewed a draft response to Ms. Leveille addressing her concerns. Chair Edwards will send the response to Ms. Leveille.

**Communication from the Public**

Plans for the Santa Monica Historical Society Museum have passed final review and a demolition/construction permit was issued. The Museum staff expects to hire a contractor by the end of February 2008. Construction on the museum space is planned to begin in March 2008.

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

The City of Santa Monica held a series of community meetings asking for input on the City budget. The meetings were held at various locations in the community. The City Manager's Office is projecting a \$10 million budget short fall in five years.

**2008/09 Budget Preparations**

**Community Meetings on Budget Priorities**

Library staff attended the community meetings and one library issue that was raised is the concept of a joint use facility at the Edison School. Mr. Mullen, City Librarian, plans to attend meetings on the Edison School joint

**Edison School Joint Use Project**

use project.

In preparation for the 2008/09 City budget the Board suggested that Main Library open hours be expanded on Sundays from 1-5pm to 10am – 5:30pm.

Mr. Mullen reported that Library staff intends to purchase two pieces of new software. The first, CONTENTdm, which is high-performance storage and retrieval software for multimedia collections and will manage the Image Archives Collection. The second product, WEB FEET, is a collection of expertly selected Web sites for accessing accurate information and will integrate results from the Library catalog and databases in the return search results.

Mr. Mullen also reported that the City is planning to redesign the City website. The Library plans to redesign its web page to include some new features.

The Board requested that further discussion of the 2008/09 budget priorities be agendaized for the February Board meeting.

The Library has one satellite collection at the Ken Edwards Center. The collection is offered on the honor system. There are a few locations in the community, Pico Youth and Family Center, Virginia Avenue Park and the Edison School where the Library has contributed a small collection of books.

**Library Outreach,  
Collections in the  
Community**

The Board reviewed a draft proposal for revoking user privileges. The Library has the ability to revoke user privileges for up to a year. Users' privileges including use of materials and use of the facility will be revoked. According to the proposal patrons will receive a warning and if they continue to be disruptive their privileges will be revoked for 30 days. After those 30 days the next step is revoking privileges for a year.

**Revoking User  
Privileges**

Board discussion followed. The Board felt that the language was limiting and made suggestions for changes to the draft.

City staff worked with a designer to develop dedication plaques for the Main Library, the Public Safety Facility and the parking structure at the Civic Auditorium.

**Proposed Main  
Library Dedication  
Plaque Drawing**

The Board reviewed the drawing of the plaque for the Library. The Board suggested that the name on the plaque be changed from Santa Monica Main Library to Santa Monica Public Library.

The Board discussed developing a dedication plaque for the Library Board that includes the names of the Library Board members who were on the Board at the time of the Main Library dedication.

Boardmember Oppenheim discussed an article on a literacy program called *Read to Me LA* which teaches parents and caregivers how to read to

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

children.

Mr. Mullen explained that Youth Services provides, through their story times, a similar concept called emergent literacy. Emergent literacy helps children get ready for school and helps parents get their children prepared for school.

Staff distributed the monthly statistics for November 2007. Mr. Mullen discussed the various categories and headings.

The Library participated in the December 20 *A Day Without a Bag* hosted by Heal the Bay. The Libraries gave out free reusable bags in place of plastic bags.

The Board discussed attendance at the upcoming library conferences. Several staff members are attending the American Library Association Midwinter Conference in Pittsburgh in January and the Public Library Association Conference in Minneapolis in March. Also discussed was attendance at the American Library Association Conference in Anaheim in June. Several Boardmembers are interested in attending.

Update on Citywide Reads 2008:

- Jim Lynch, the author, will appear at Santa Monica College on Saturday, May 17 at 3:00 p.m.
- Book discussions are scheduled around the City, including one at the Santa Monica Aquarium on May 8 from 6:30 to 8:00 p.m.
- The Two Hot Tamales will present a seafood cooking demonstration on April 20 at the Main Library from 2:00 to 3:00 p.m.
- A presentation on the ecology and the causes and consequences of ocean pollution specific to Santa Monica Bay will be held on April 24 at 7:00 p.m.
- Citywide Reads will be promoted at the Santa Monica Festival on May 10
- The Teen Council is putting together a book cover contest with Jim Lynch as a judge. Participants will submit artwork for another cover of *The Highest Tide*.
- A program with Jacques Cousteau's son, Jean-Michel Cousteau, is in development
- A City TV live call-in discussion is scheduled for April 30 from 6:30-7:30
- Staff is working with Bookcrossing.org for a marketing promotion.

## Journal Articles

## Secretary's Report

## Library Monthly Statistics

## December 20 A Day Without a Bag Event

## Upcoming Library Conferences

## Update on Citywide Reads

- A blog is being considered as a way for people to share their experiences.

Reference staff is holding a series of monthly web training classes for staff. The first training class being offered is on manipulating and managing digital images.

**Web Training for Library Staff**

Staff reoriented the existing stacks in the popular materials area to give more room to the DVD area. Additional shelving has been ordered for a permanent solution.

**Main Library Popular Materials Area Reorganization**

The interior walls of the Main Library are being painted.

**Main Library Painting**

Mr. Mullen distributed a plan of the parking garage re-striping. Currently there are problems with traffic flow and traffic congestion in the parking garage. The proposal showed two lanes of traffic in and two lanes of traffic exiting. The lanes do not cross. New signage will be mounted in the parking garage to instruct people which lane has a cashier and which lane is the express exit for monthly parkers.

**Main Library Parking Garage Re-striping**

The Library Board asked that the following items be included in next Library Board agenda: Library Board Plaque and 2008/09 Budget Priorities.

**Agenda Building**

Boardmember Oppenheim moved to adjourn the meeting. The meeting was adjourned at 8:55pm.

**Adjournment**

Attest:

Approved:

Greg Mullen

Edward Edwards

City Librarian

Library Board Chair