

SANTA MONICA PUBLIC LIBRARY BOARD



Minutes of the SPECIAL Meeting of October 2, 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, October 2, 2008 at the Community Meeting Room, Ocean Park Branch Library, 2601 Main Street, Santa Monica.

Call to Order

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

Roll Call

ALSO PRESENT: Diane Bednarski, Principal Librarian for Information Management; Celia Carroll, Ocean Park Branch Manager; Greg Mullen, City Librarian; Rachel Foyt, Administrative Analyst

No report.

Public Input

Boardmember Oppenheim made a motion to approve the minutes of the Library Board meeting of September 4, 2008. Boardmember Breisch seconded the motion. The minutes were approved in a unanimous voice vote.

Approval of the Library Board Minutes

Greg Mullen, City Librarian, gave a report on the Friends of the Library September Board of Directors' meeting. The Friends' volunteer recognition event has been proposed. The Friends discussed problems with updating their website.

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

The Board discussed letters to the editor of the Santa Monica Daily Press from James Zeruk, Jr. Library staff discussed the issue of the microfilm readers with Mr. Zeruk.

Communications from the Public

Diane Bednarski, Principal Librarian for Information Management, reported to the Board on the development of a new Library website. A committee of Library staff is working with a consultant to design a new website including the content. Goals of the website include better engaging and attracting users, and changing their experience online by offering more customized features.

Report on Library Technology

Ms. Bednarski reported that the Library has preliminary CIP approval to move forward with procurement of a new integrated library system which would include a new library catalog system and circulation functions. The system will allow for more customization and user personalization. Board

discussion followed.

Ms. Bednarski updated the Board on the Library's self checkout system. The self checkout system at the Ocean Park Branch will be introduced by the end of October. The Branch Libraries use a different software package than the Main Library.

In June at the Main Library a security case unlocking system was introduced and flaws with the self checkout system were discovered. The flaws resulted in the RFID chips being turned off in some items that were not checked out.

Further testing revealed the software package erred on the side of turning off the security and letting the patron leave. The new software errs on the side of keeping the security turned on and has some advanced capabilities to treat items as independent. The new software requires patrons to place one item at a time on the checkout pad in order to read the tags correctly.

Self check usage at Main is currently between 41% and 42%. Staff will receive training to better communicate the changes in the self checkout system to patrons. Library Pages will also be available to help patrons with the self checkout system.

At the September 23 City Council meeting Council directed city staff to investigate the possibility of locating a new branch of the Santa Monica Public Library in the Pico Neighborhood, request input from stakeholders and relevant Boards and Commissions, and explore the possibility of collaborating with the Santa Monica-Malibu Unified School District.

Report on Library Service to the Pico Neighborhood

Library staff has met with representatives from the Santa Monica-Malibu Unified School District, members of City Council and the City Manager's Office to discuss Library service to the Pico Neighborhood.

Library staff will continue to develop the program and the scope of services needed at the location and the size of the location needed to accommodate the services. Next steps will include exploration of a possible location for the branch.

Boardmember Oppenheim shared an article on StoryTubes from Library Hotline. Through the StoryTube contest children created a two minute video featuring one book, the videos were posted on Youtube and at the end of one week of voting the creator of the winning video received \$500 in books.

Nationwide Current Library Trends - Review of Library Journal Articles

Boardmember Oppenheim announced that the selection for Citywide Reads 2009 is *The Shadow Catcher* by Marianne Wiggins.

Mr. Mullen gave an update on the Santa Monica Historical Society Museum. He reported that the bid package has been completed and is scheduled to be sent out in October. The Museum staff anticipates construction beginning in January.

Secretary's Report

Update on Santa Monica Historical Society Museum

The Board discussed selection of a plaque for the Library Board.

Library Board Plaque

Staff distributed the 2007/08 Annual Report and the monthly Library statistics for August.

Library Statistics for August 2008

Mr. Mullen reported that the staff in-service day is being held on November 11. Among other training the Library staff will complete the I Am Santa Monica workshop.

Staff In-Service Day, November 11

Recruitment is open for the Librarian III position in Youth Services. Ellen Braby, Head of Youth Services, is retiring in December. Youth Services will also be recruiting a Librarian II.

Staff Recruitments

Staff distributed a floor plan of the Ocean Park Branch. The floor plan showed the types of spaces that would be incorporated into the Branch. The Board took a tour to discuss space planning for a potential remodel.

Tour of the Ocean Park Branch

The Library Board asked that the following item be included in next Library Board agenda: update on the Library Board plaque.

Agenda Building

Boardmember Oppenheim made a motion to adjourn the meeting. Vice Chair Stern seconded the motion. Chair Edwards adjourned the meeting at 8:55 pm.

Adjournment

Attest:

Approved:

Greg Mullen

Edward Edwards

City Librarian

Library Board Chair