

# SANTA MONICA PUBLIC LIBRARY BOARD



## Minutes of the SPECIAL Meeting of January 8, 2009 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 8, 2009 at the Community Room, Fairview Branch Library, 2101 Ocean Park Blvd., Santa Monica.

**Call to Order**

**PRESENT:** Boardmember Blackwell, Chairperson  
Edwards and Boardmember Oppenheim

**Roll Call**

**ALSO PRESENT:** Erica Cuyugan, Young Adult Librarian, Youth Services; 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 November 6, 2008. Boardmember Blackwell seconded the motion. The minutes were approved in a unanimous voice vote.

**Approval of the  
Library Board Minutes**

Chair Edwards gave a report on the activities of the Friends of the Library a Library support group. The Friends are planning a volunteer recognition brunch to be held in March to honor all Library volunteers. The event will consist of a catered breakfast, entertainment, prizes and volunteer of the year will be awarded. The Friends will select the volunteer of the year at their January Board meeting.

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

Young Adult Librarian, Erica Cuyugan, made a report to the Board on Santa Monica Public Library Teen Programs. This summer Youth Services hosted a ten week photography program sponsored by a grant from the California Council for the Humanities. The grant involved 21 public libraries across the state and encouraged over 300 young people to explore and investigate their cities and towns using digital cameras, direct observation and other resources from their respective libraries. The Council supplied the libraries with materials, equipment, a curriculum and a small grant to enable them to conduct the projects. The title of the program was *How I See It: My Place*.

**Report on Youth  
Services Teen  
Programs – Erica  
Cuyugan**

In Santa Monica thirteen teens studied photography with a local photographer. Over the ten weeks they learned about the different aspects of photography, explored parts of downtown Santa Monica with digital cameras provided by the grant and wrote about their photographs. In September Youth Services exhibited the teens work in *A Second Look: Teens Exploring Santa Monica*. Ms. Cuyugan distributed examples of the

photographs and writing from the exhibit held at the Main Library.

Also this summer Youth Services held *My Voice* a writers' workshop for teens. The teens met twice a week for six weeks and explored different writing styles and techniques. At the end of the six weeks they produced a 'Zine with many pieces inspired by writing exercises in the workshop.

Board discussion followed.

The Board reviewed a letter from City Manager Lamont Ewell requesting Board input on one or two of the most significant budget priorities for fiscal year 2009-10. Board discussion followed.

**Fiscal Year 2009-2010  
Budget Process**

Chair Edwards will send a letter to the City Manager outlining the Library budget priorities. The Board chose to focus on two budget priorities which are: adequate funding for cleaning and maintaining the Library facilities; and replacement of the Library's automation system. The automation system or Integrated Library System is more than ten years old and includes the online catalog, patron database, circulation records and acquisition systems.

The Board reviewed the Library's open access policy including the Internet Access Policy for adults and children, the Materials Selection Policy and related customer service guidelines for staff.

**Review of Library  
Open Access Policy**

The Board discussed a variety of journal articles from Library Journal and Library Hotline.

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

Mr. Mullen updated the Board on Library service to the Pico neighborhood. A community workshop is planned for January 22 at 7pm to discuss possible library locations in Virginia Ave. Park. The meeting will be at the Thelma Terry Community Meeting Room at Virginia Ave. Park. Library staff and staff from Koning Eizenberg Architects will make a presentation. Community input is encouraged.

**Secretary's Report**

**Update on Library  
Service to the Pico  
Neighborhood**

Mr. Mullen reported that the next steps will be for staff to attend the Virginia Ave. Park Advisory Board meeting in early February and the Recreation and Parks Commission meeting in mid February. In March staff will give input to Council.

Staff distributed the November 2008 Library statistics. Board discussion followed.

**Library Statistics for  
November 2008**

The third annual Library staff In-Service Day was held on November 11. The day started with "I am Santa Monica" training presented by the Convention and Visitors Bureau. "I am Santa Monica" training is designed to encourage individuals especially Santa Monica businesses and their employees to become better informed about Santa Monica and what it has to offer. The workshop also included a bus tour of Santa Monica to further inform and educate staff.

**Report on Staff In-  
Service Day,  
November 11**

After lunch at Clover Park the day continued with a variety of boutique workshops covering customer service, cloud computing, container gardening, technical troubleshooting, juggling, the Image Archives and the Santa Monica Collection. The day concluded with a team building activity.

Library staff is currently recruiting to fill the Librarian III vacancy in Youth Services left by Ellen Braby's retirement. Another open position is the acquisitions Librarian II position in IMD. Mr. Mullen reported that Nanette Schneir who is the collections coordinator in Reference is retiring in February.

**Staff Recruitments**

The staff of the Santa Monica Historical Society Museum has been interviewing contractors and finalizing their selection. Staff hopes to have a contract in place by the end of February and begin construction in March.

**Report on Santa Monica Historical Society Museum**

Mr. Mullen will attend the California Library Association Day in the District to meet with State Legislators on January 30 and February 6. The emphasis is on fostering dialogue between local libraries and the legislators who represent the communities served by those libraries. The Board is invited to attend with Library staff.

**CLA Day in the District**

The Library Board asked that the following items be included in next Library Board agenda: report from the community meeting regarding Pico area Library service; Main Library exterior parking issues; report on Citywide Reads 2009; and an update on the Santa Monica Historical Society Museum.

**Agenda Building**

The Board took a tour of the Fairview Branch Library and discussed improvements made to the Branch in the last year.

Boardmember Oppenheim made a motion to adjourn the Board meeting. Chair Edwards adjourned the meeting at 8:30pm.

**Adjournment**

Attest:

Approved:

Greg Mullen

Edward Edwards

City Librarian

Library Board Chair