

# SANTA MONICA PUBLIC LIBRARY BOARD



## Minutes of the REGULAR Meeting of May 7, 2009 To Be Approved

A REGULAR meeting of the Library Board was called to order by Chairperson, Edward Edwards, at 7:00 p.m., Thursday, May 7, 2009 at the Administrative Conference Room, Main Library, 601 Santa Monica Blvd., Santa Monica.

### Call to Order

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

### Roll Call

**ALSO PRESENT:** Cynni Murphy, Image Archives Librarian; Julie MacDonald, Librarian II, Public Services; Greg Mullen, City Librarian; Rachel Foyt, Administrative Analyst

No report.

### Public Input

Boardmember Blackwell made a motion to approve the minutes of the Library Board meeting of April 2, 2009. Boardmember Oppenheim 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 Friends of the Library Board April 13 meeting. The Friends approved two requests for funds. The first request from the Fairview Branch Library was for funds to purchase big books used at story time. The second request from Administration was for funds to purchase lounge furniture for the Ocean Park Branch.

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

Based on the Friends' budget for fiscal year 2008/09 they expect to exceed estimated funds raised by \$12,000. The Friends are investigating how to organize on-line book sales for higher priced books. The Friends Board is also discussing the role of its membership.

Cynni Murphy, Image Archives Librarian, gave a report on the new image archive database called "Imagine Santa Monica." The Santa Monica Image Archives have been transferred to a new database management system known as ContentDM. The database became available for use on the Library's web site in April. Ms. Murphy reported that every Archive record has been edited; extensive subject headings and descriptions added, and searches by date are now possible.

### Report on Imagine Santa Monica

Ms. Murphy demonstrated various ways to use the database. Users can browse the collection or use the advanced search options for a tailored search. Currently there are two collections in the database; the Santa Monica Image Archives and the Palisades Historical Collection. In the future the digitized *Santa Monica Evening Outlook* newspaper will be included the database.

Julie MacDonald, Librarian II, Public Services reported on Citywide Reads 2009. Santa Monica came together by reading and discussing Marianne Wiggins' *The Shadow Catcher* from April 7 – May 4. There were two new marketing initiatives this year; a book mob and the creation of a Library facebook page.

**Report on Citywide Reads 2009**

In order to encourage City employee participation in Citywide Reads a City employee only book discussion was planned. A diverse group of 26 employees representing many different departments and ages assembled on March 12. Response to the book discussion was so enthusiastic that a quarterly City employee book group was formed.

Citywide Reads is sponsored by the Friends of the Santa Monica Public Library. Ms. MacDonald encouraged the Board to submit suggestions for Citywide Reads 2010.

Rachel Foyt, Administrative Analyst and Julie MacDonald, Librarian II, Public Services reported on the Living Library event. Ms. Foyt distributed a Living Library report that included press clippings and photographs from the event.

**Report on the April 18 Living Library Event**

On April 18 from 11 a.m. to 4 p.m. eighteen "living books" shared their perspectives and stories with community members in 30 minute personal conversations. Both Books and Readers reported how much they gained from these dialogues and one participant wrote, "Thank you! Great idea! We need this..." Bestsellers included an ex-gang member, a police detective, and a man living with mental illness.

Library staff plans to hold a Living Library event in 2010. Staff has been asked to participate in a webinar to share best practices on the Living Library for interested librarians across the country.

Greg Mullen, City Librarian, updated the Board on the Library's budget plan. City Council rejected \$157,620 in cuts to the Library's materials budget and \$56,450 in cuts to maintenance related items.

**Update on the Library Budget Plan**

Mr. Mullen discussed proposed increases to four areas of Library fines and fees. Staff is proposing a 5 cent increase to both adult and children's late fees. Adult late fees would increase to 25 cents and children's late fees would increase to 15 cents. The interlibrary loan fees would increase from \$2.00 to \$5.00. Also proposed is an increase in the cost of printing from 10 to 15 cents a page and an increase from \$12.00 to \$15.00 for a higher resolution image from the Image Archives.

Boardmember Oppenheim made a motion to approve the increases in fines and fees as proposed by staff. Boardmember Breisch seconded the motion. Board discussion followed. The motioned carried in a unanimous voice vote.

Mr. Mullen reported that the number of holds a patron is allowed to place will not change from 25. Additionally patrons will be allowed to check out more items. Patrons will be allowed to check out 7 DVDs instead of the current 5 and 20 CDs up from 15. In an effort to encourage more circulation of periodicals the checkout time will be changed from 14 days to 7 days and one renewal will be allowed.

City staff made a presentation to City Council on April 28 regarding library service to the Pico neighborhood. Council's feedback for staff was to further explore placing a library on Pico Blvd., develop the option for a library in Virginia Ave. Park and get specific feedback from the community about their preference for a library location in the Pico neighborhood.

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

The Board discussed the standing rules and made changes to standing rule 13 which currently reads, "Any person wishing to speak to the Library Board may do so under "Communications from the Public," or to address an agenda item first presenting his or her name, address and/or affiliation with an organization if any. All remarks shall be addressed to the Library Board as a body, and not to any one member thereof. All persons shall be given five minutes to make a presentation."

**Review of the Library Board Standing Rules**

Modifications to the standing rule include changing the phrase "Communications from the Public" to "Public Input". The board requested a change in the amount of time persons are given to make a presentation. All persons shall be given three minutes to make a presentation and may speak under "Public Input" or prior to board discussion of each agenda item.

The board also requested that the word taped be changed to recorded in standing rule 14.

Standing rule should read "The Secretary to the Board shall prepare the written minutes. Each meeting shall be recorded. The record shall be kept by the Secretary for a period not to exceed six months. The Chair may direct the Secretary to keep a permanent record of any meeting which in the opinion of the Board is warranted."

No report.

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

Mr. Mullen reported that the Santa Monica Historical Society Museum needs additional funding before they can move forward with construction.

**Secretary's Report**

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

The feature film VHS collection has been deaccessioned. A few nonfiction

**Deaccessioning of Feature Film VHS**

VHS items that are not available in the DVD format have been retained.

**Collection**

The Library Board asked that the following items be included in next Library Board agenda: approval of the changes to the Library Board Standing Rules; report on the May 2 Living Room event and email letter regarding bike theft from Sollace Mitchell.

**Agenda Building**

Boardmember Oppenheim made a motion to adjourn the meeting. Boardmember Breisch seconded the motion. The motion carried in a unanimous voice vote. Chair Edwards adjourned the meeting at 8:49 p.m.

**Adjournment**

Attest:

Approved:

Greg Mullen

Edward Edwards

City Librarian

Library Board Chair