

# SANTA MONICA PUBLIC LIBRARY BOARD



## Minutes of the SPECIAL Meeting of August 5, 2010 To Be Approved

<b>Call to Order</b>	A SPECIAL meeting of the Library Board was called to order by Vice Chairperson, Dan Stern, at 7:05 p.m., Thursday, August 5, 2010 at the Fairview Branch Library, Community Room, 2101 Ocean Park Blvd., Santa Monica.
<b>Roll Call</b>	<b>PRESENT:</b> Boardmember Blackwell, Boardmember Oppenheim and Vice Chairperson Stern  <b>ABSENT:</b> Boardmember Breisch, Chairperson Edwards  <b>ALSO PRESENT:</b> Robert Graves, Librarian I, Public Services; Greg Mullen, City Librarian; Rachel Foyt, Administrative Analyst
<b>Public Input</b>	No report.
<b>Approval of the Library Board Minutes</b>	Motion by Boardmember Oppenheim, seconded by Boardmember Blackwell to approve the minutes of the Library Board meeting of June 3, 2010. The motion was approved by the following vote:  AYES: Boardmember Blackwell, Boardmember Oppenheim and Vice Chair Stern  NOES: None.  ABSENT: Boardmember Breisch, Chairperson Edwards
<b>Report from the Friends of the Library, a Library Support Group</b>	Greg Mullen, City Librarian, gave a report on the Friends of the Library July Board meeting. The Friends approved funds for the development of interactive capabilities for the Library's new website. At the Friends of the Library June meeting funds were approved for continued digitization of the Santa Monica <u>Evening Outlook</u> newspaper and for a subscription to Overdrive, which will provide content for the library's eBooks program.
<b>Affirmation of Allegiance</b>	Gene Oppenheim took the affirmation of allegiance and was sworn in as Library a Boardmember for a four year term.

<b>Library Board Elections</b>	The Library Board elections were tabled until the September board meeting.
<b>Banned Books Week</b>	Robert Graves, Librarian I, Public Services spoke to the Board about the plans for the upcoming Banned Books Week from September 26 – October 2. On October 2 an afternoon read out titled <i>Join the Banned: Celebrate Your Freedom to Read</i> will be presented. Authors, celebrities and community members will read passages from their favorite banned book. In addition to the read out music, activities and a photo booth are planned. The <u>LA Weekly</u> is the media sponsor for the event.
<b>Internet Access Policies and Procedures</b>	<p>The Board discussed some recent letters from community members regarding inadvertent viewing of explicit material on the internet at the Fairview Branch Library. The Board reviewed the Library's internet access policies and procedures. Library staff responded to the community members.</p> <p>Library staff has moved the popular materials away from the computer area and reoriented the computers at the Fairview Branch Library in an effort to prevent people from viewing what is on a user's computer screen. Staff will be enforcing the use of privacy screens for the public access computers and privacy screens will be taped onto the monitor so they cannot be removed by patrons.</p>
<b>Annual Customer Survey Results</b>	Mr. Mullen reported on the Annual Customer Survey results. The Library received a number of complements.
<b>Nationwide Current Library Trends - Review of Library Journal Articles</b>	The Board discussed several Library journal articles on ebooks and downloadable audiobooks.
<b>Secretary's Report Update on Library Services and Programs</b>	<p>Library staff has completed the contract with Overdrive, the new eBook provider and staff anticipates the new eBook service will begin in early 2011.</p> <p>A stand-up internet station for adults was added adjacent to the computers for children in the Youth Services department at the Main Library. Sessions at this internet quick station are limited to fifteen minutes and it is intended for use by parents while their children are using a computer.</p> <p>The Library is offering two new online language learning services, Mango and Little Pim. These services provide interactive instruction to teach a variety of languages. Mango is for adults and Little Pim is for children. Mango is currently available through the Library website. Little Pim should be available soon.</p>

**Update on Library Staffing**

Current recruitments for Library staff vacancies include: a Librarian I in Public Services; a Librarian I, half time in Reference; a Librarian I, As Needed at various locations; a Staff Assistant 2 in Circulation and a Library Page at various locations.

The new Ocean Park Branch Manager, Karen Reitz, started as of July 1.

**Update on Library Facilities**

The community process for the Pico Branch Library has begun. The planning team has begun developing the building program basics.

The Ocean Park Branch re-carpeting and remodeling is scheduled to begin in November. The Branch will be closed for about four weeks for re-carpeting and the addition of shelving in the children's area. The Landmarks Commission rejected the design for a new sign for the Ocean Park Branch. Staff will work with a designer to develop a look that responds to their comments.

The replacement of the landscaping and soil at the Main Library will begin in September. The soil is being replaced due to a subsidence issue. Trees and plants will be retained or replaced as their condition allows.

The grand opening of the Santa Monica Historical Museum is set for October 3. The move-in has begun, most exhibits will move in starting August 16.

**Update on Library Equipment and Supplies**

Because of a budget cut in the Community Maintenance Department paper towels will no longer be provided in public restrooms in the Library that have electric hand driers.

Also because of budget cuts the sanitizing wipes will no longer be provided at Library service desks. The wipes were introduced during the pandemic flu crisis to allow people to wipe down equipment, especially computer keyboards.

The chairs in the Computer Commons at the Main Library are being reupholstered 25 at a time.

A fire alarm was triggered accidentally during open hours. Staff responded quickly to evacuate the building and Santa Monica Fire Department arrived to verify the source of the problem.

Security cameras have been installed adjacent to the bicycle parking racks at the Main Library. The entire camera system at Main has been upgraded from analog to digital, which will provide better images and storage.

**Library Statistics  
for May 2010**

The Board reviewed the 2009/10 annual report and the May and June 2010 Library statistics.

**Agenda Building**

The Library Board asked that the following items be included in next Library Board agenda: Library Board elections; report on Citywide Reads 2011; swearing in and reappointment of Ken Breisch; and an update on the Pico Branch Library.

**Tour of the  
Fairview Branch  
Facility**

The Board took a tour of the Fairview Branch facility.

**Adjournment**

Vice Chairperson Stern adjourned the meeting at 8:40pm.

Attest:

Approved:

Greg Mullen  
City Librarian

Dan Stern  
Library Board Vice Chairperson

This document is available in alternate format upon request. The Santa Monica Public Library is wheelchair accessible. For special disability accommodations contact Library Administration at (310) 458-8606 at least 3 days prior to the scheduled meeting.