

# SANTA MONICA PUBLIC LIBRARY BOARD



## Minutes of the REGULAR Meeting of June 2, 2011 To Be Approved

- Call to Order** A REGULAR meeting of the Library Board was called to order by Chair, Edward Edwards, at 7:00 p.m., Thursday, June 2, 2011 at the Main Library, Administrative Conference Room, 601 Santa Monica Blvd., Santa Monica.
- Roll Call**
- PRESENT:** Boardmember Breisch, Chairperson Edwards, Boardmember Oppenheim and Vice Chair Stern
- ABSENT:** Boardmember Blackwell
- ALSO PRESENT:** Celia Carroll, community member; Greg Mullen, City Librarian; Rachel Foyt, Administrative Analyst
- Public Input** Celia Carroll spoke to the Board regarding Library staffing issues.
- Approval of the Library Board Minutes** Motion by Boardmember Oppenheim, seconded by Vice Chair Stern to approve the minutes of the Library Board meeting of April 7, 2011. The motion was approved by the following vote:
- AYES: Boardmember Breisch, Chairperson Edwards, Boardmember Oppenheim and Vice Chair Stern
- NOES: None.
- ABSENT: Boardmember Blackwell
- Report from the Friends of the Library, a Library Support Group** Greg Mullen, City Librarian, gave a report on the Friends of the Library May Board meeting. It was reported at the Friends Board meeting that book sales are strong both in the book store and on-line.
- Discussion of the 2011-2013 Budget Proposal** Mr. Mullen summarized the fiscal year 2011-2013 Library budget proposal. The Board reviewed the Library budget including the goals, objectives, service benchmarks and summary pages.
- Mr. Mullen reported that there are some new things for fiscal year 2011-2012 such as: the two-year budget proposal and the ability to roll over a third of the department savings for future use.
- Discussion of the Library Privacy Policy and** The Board discussed the Library's privacy policy. According to California state law all Library records are confidential. Parents cannot have access to their children's library records even though the parent is financially responsible for

**Circulation  
Records**

any fines the child may accrue. Library staff plans to meet with staff from the City Attorney's office to discuss privacy rights related to children.

Mr. Mullen shared the San Francisco Public Library's (SFPL) privacy policy.

If the child is under age 12 SFPL will give out information about the child's account if the parent has written authorization from the child, the parent has the child's library card, the child is present or if the request is from the parent who originally signed for the card.

If the child is over age 13 SFPL will give out information about the child's account only if the parent has written authorization from the child.

The Board felt that the SFPL privacy policy offered good guidelines. The Board would like to see a way to provide a family card or link the child's Library card to the parent's card. In the case of children under 12 the parent would register for the Library card but the child would be the user and their name would be on the card.

**Discussion of  
Proposed Changes  
to the Open Hours  
for the Santa  
Monica History  
Museum**

Mr. Mullen was contacted by staff from the Santa Monica History Museum who would like to eliminate the evening open hours for the museum and standardize their weekday hours from 9:30 a.m. - 5:30 p.m. The museum's lease requires the museum to be open 4 hours after 6 p.m. and 4 hours on the weekend. The current museum hours are: Tuesday and Thursday 12 p.m. – 8 p.m. and Wednesday, Friday and Saturday 10 a.m. – 5 p.m.

The Board discussed the request and feels that the museum needs to meet the hours established in the lease. Library staff will discuss with museum staff issues of visibility, publicity and outreach. The Board would like to have a report of museum attendance figures broken down by days and times. The issue of eliminating evening hours could be reviewed in six months or after the museum has been operating for one year.

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

The Board discussed several journal articles covering a variety of library topics including: the Google books court decision, Harper Collins ebook policy, and cuts to school libraries.

**Secretary's Report**

**Library Services  
and Programs**

Mr. Mullen updated the Board on Library services and programs. The focus of frontline advocacy in June is Mango Languages, which is an online language learning program.

Mr. Mullen distributed information and statistics provided by the California Library Association for Snapshot Day. The statistics were gathered on October 4, 2010 and are a snapshot of what happened in California libraries on that day.

A special youth and family chess program begins on June 6 at Ocean Park. The program includes free beginner and intermediate classes and an all levels chess tournament.

**Library Staffing**

The Young Adult Librarian and the Fairview Children's Librarian positions have been reclassified from Librarian I to Librarian II. The reclassification improves

the career ladder for librarians in the Santa Monica system.

**Library Facilities  
and Equipment**

The new exterior signage at the Ocean Park Branch is completed. Also, the Branch front doors that face Main Street are functional. The door handles were installed and the emergency exit signage was removed.

The Pico Branch schematic design is being finalized and a frequently asked questions page has been added to the Library website.

The waterless urinals at the Main Library are being replaced with low flow urinals. There have been numerous problems with the waterless urinals.

**Library Security  
and Safety**

New digital security cameras were installed at the Main Library. The digital system should be more reliable and have a better picture.

The FBI subpoenaed information from the Library about the individual responsible for the local temple bombing.

A new City of Santa Monica Office of Emergency Management is being created as part of the 2011-13 budget. The new office will be part of the City Manager's Office.

**Library Statistics  
for March and April  
2011**

Staff distributed the March and April Library statistics. Board discussion followed.

**Agenda Building**

The Library Board asked that the following items be included in the next Library Board agenda: a discussion of library staffing issues; a report on the 2011 Summer Reading Program; an update on the new integrated library system, a tutorial of Mango Languages (Russian) and a report on the low flow urinals.

**Adjournment**

Chair Edwards adjourned the meeting at 8:20pm.

Attest:

Approved:

Greg Mullen  
City Librarian

Edward Edwards  
Library Board Chair

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.