

SANTA MONICA PUBLIC LIBRARY BOARD



Minutes of the REGULAR Meeting of January 5, 2012 To Be Approved

- Call to Order** A REGULAR meeting of the Library Board was called to order by Chairperson, Ken Blackwell, at 7:05 p.m., Thursday, January 5, 2012 at the Main Library, Administrative Conference Room, 601 Santa Monica Blvd., Santa Monica.
- Roll Call**
- PRESENT:** Chairperson Ken Blackwell, Vice Chair Gene Oppenheim, and Boardmember Dan Stern
- ABSENT:** Boardmember Ken Breisch and Boardmember Kathie Sheldon
- ALSO PRESENT:** Greg Mullen, City Librarian; Norma Angel, Administrative Analyst; Jim Bernet, community member; Jenna Chandler, Santa Monica Patch Editor
- Public Input** Jim Bernet, community member, spoke to the Library Board about his idea to reorganize the Library's information technology infrastructure. The Board asked that the item be referred to staff. Greg Mullen, City Librarian, will follow up with Mr. Bernet.
- Approval of the Library Board Minutes** Motion by Vice Chair Gene Oppenheim, seconded by Boardmember Dan Stern to approve the minutes of the Library Board meeting of December 1, 2011. The motion was approved by the following vote:
- AYES: Chairperson Ken Blackwell, Vice Chair Gene Oppenheim and Boardmember Dan Stern
- NOES: None
- ABSENT: Boardmember Ken Breisch and Boardmember Kathie Sheldon
- Report from the Friends of the Library, a Library Support Group** Mr. Mullen, City Librarian, gave a report on the Friends of the Library December Board meeting. The Friends Board discussed the need for Directors and Officers insurance coverage. It was decided that the Board would investigate purchasing coverage.

After discussions with the City of Santa Monica Risk Management Department it was determined that all the volunteers working in the Library, even those working for the Friends, are required to go through the City of Santa Monica volunteer process. Doing so will put the Friends in compliance with the city volunteer policy, guarantee that volunteers fall under the city's insurance coverage, and help to ensure that the volunteer areas are safe and secure. The process requires current and future Friends volunteers to complete an application and be fingerprinted.

**Montana Ave.
Branch
Recarpeting
Project Update**

Susan Annett, Principal Librarian for Public and Branch Services, reported on the Montana Ave. Branch closure. The Montana Ave. Branch will be closed for carpeting, painting and interior improvements from January 16 through February 24. Montana's holds will be available at the Main Library during the closure. The Board expressed an interest in meeting at the Montana Ave. Branch in March.

**Report on Library
Service to Seniors**

Susan Annett, Principal Librarian for Public and Branch Services, reported on Library Service to Seniors.

The report on Library Service to Seniors was prompted by Human Services which is looking at services to older adults ages 50 - 64 and seniors 65+. The group comprises over 25% of registered library borrowers and comprised nearly 40% of the total borrowing activity in 2010-11.

The Library offers comprehensive service to older adults and seniors including: collections, programs, computer classes, volunteer opportunities and accessible facilities. In 2008 the Library received a grant targeting Baby Boomers. During outreach to the Baby Boomers Library staff discovered that while the Library was offering the range of services needed, the message about the services was not reaching the group. Library staff responded by doing more publicity and a wider variety of publicity including increasing outreach through social media.

Board discussion followed.

**State Budget
Impact on Local
and Regional
Library Service**

Mr. Mullen reported that in December Governor Brown announced that state revenues have not rebounded sufficiently and the Budget "trigger" will be pulled. This action will include a \$16 million reduction in state library funding, which eliminates all remaining state funding for the California Library Services Act, the state literacy program, and the Public Library Foundation.

Eliminating funding for California Library Services Act (CLSA) has both a direct and indirect effect on Santa Monica Public Library. CLSA supported regional systems, such as the Southern California Library Cooperative (SCLC). SCLC funded the interlibrary deliveries, second level reference service and training opportunities. Additionally

transaction-based reimbursement (monetary support for universal borrowing) will be eliminated.

This fiscal year 2011/12 the Library had budgeted receiving \$170,000 from transaction-based reimbursement.

The cuts also eliminate funding for the Public Library Foundation (PLF) program. The Library anticipated receiving \$35,000 from PLF.

The cuts also impact federal funds available through the Library Services and Technology Act (LSTA). There is a projected 20% reduction to state library services in 2013 and an 80% reduction in 2014.

Board discussion followed.

Report on the Santa Monica History Museum Lease Compliance

The Santa Monica History Museum is currently in default on more than one of its obligations under the lease with the City of Santa Monica. A noncompliance letter was sent from the City Attorney's Office on December 27. Mr. Mullen was contacted by Louise Gabriel, from the museum, and she committed to delivering the annual report, service plan and digitization report. A site visit and meeting are scheduled for January 18.

Nationwide Current Library Trends - Review of Library Journal Articles

Mr. Mullen shared an article on e-books from the December 16, 2011 [Publisher's Weekly](#). Boardmember Dan Stern reported on the American Library Association Direct newsletter he receives via email.

Secretary's Report

Update on Library Services and Programs

Santa Monica Public Library will be a scheduled stop for the OverDrive Digital Bookmobile. The Bookmobile is a 78 foot long semi-truck that is divided into various rooms and stations to offer downloadable e-books and audiobooks. OverDrive staff will be available to make demonstrations and answer questions. The program takes place on February 10th from 10:00 a.m. – 4:00 p.m. at the Santa Monica Public Library, Main Library.

The Library is purchasing Payware software to allow patrons to make fine payments at the self-checkout stations.

Update on Library Staffing

Two Librarian I's half-time have been hired to fill vacant positions at the Fairview Branch and the Ocean Park Branch. Jessica Levy has been hired for the Fairview Branch and Wendy Chen for the Ocean Park Branch.

Interviews of twelve candidates for the Principal Librarian for Information Management position are scheduled on January 10. As part of the Library restructuring the Lead Library Service Officer position is being upgrading to a supervisory position. The supervisor will focus on leading,

directing and planning the Library Service Officer team.

**Update on Library
Facilities and
Equipment**

Mr. Mullen has spoken to the City Manager with regard to the redevelopment decision by the State Supreme Court and at this point the Pico Branch Library project is continuing.

The integrated library systems agreement with Polaris has been signed. Library staff is beginning a twenty week implementation schedule.

**Update on Library
Security and Safety**

A new Library Service Officer Supervisor position has been approved by the City Manager's Office.

Library Statistics

Staff distributed the November 2011 Library statistics. Board discussion followed.

Agenda Building

The Library Board asked that the following items be included in the next Library Board agenda: update on the Santa Monica History Museum lease; an update on the State Budget Impact on Local and Regional Library Service and an update on the Polaris implementation.

Adjournment

Chair Ken Blackwell adjourned the meeting at 8:15 p.m.

Attest:

Approved:

Greg Mullen
City Librarian

Kenneth Blackwell
Library Board Chair