

SANTA MONICA PUBLIC LIBRARY BOARD



Minutes of the SPECIAL Meeting of June 13, 2012 To Be Approved

- Call to Order** A SPECIAL meeting of the Library Board was called to order by Chairperson Ken Blackwell, at 7:03 p.m., Wednesday, June 13, 2012 at the Main Library, Administrative Conference Room, 601 Santa Monica Blvd., Santa Monica.
- Roll Call**
- PRESENT:** Chairperson Ken Blackwell,
Boardmember Ken Breisch, Vice Chair
Gene Oppenheim and Boardmember
Kathie Sheldon
- ABSENT:** Boardmember Dan Stern
- ALSO PRESENT:** Erica Cuyugan, Young Adult Librarian;
Greg Mullen, City Librarian; Rachel Foyt,
Administrative Analyst
- Public Input** No report.
- Approval of the Library Board Minutes** Motion by Vice Chair Gene Oppenheim seconded by Boardmember Ken Breisch, to approve the minutes of the Library Board meeting of May 3, 2012. The motion was approved by the following vote:
- AYES: Chairperson Ken Blackwell, Boardmember Ken Breisch, Vice Chair Gene Oppenheim and Boardmember Kathie Sheldon
- NOES: None
- ABSENT: Boardmember Dan Stern
- Report on the Santa Monica Public Library Summer Reading Program 2012** Erica Cuyugan, Young Adult Librarian, reported on the Santa Monica Public Library Summer Reading Program. Summer Reading starts on Saturday, June 16 at all library sites for babies through teens. The theme for kids' Summer Reading this year is *Dream Big READ!* and the theme for teens is *Own the Night*.
- Summer reading lasts for 10 weeks and during that time there will be over 250 programs held system-wide for kids and teens. For kids, there will be magic shows, storytellers, puppet shows, music programs, animal shows, cartooning and comic book classes, Polynesian dancers plus movies, Legos, knitting, craft programs, and gaming. For teens, there is

the annual Teen Writer's Workshop, Wii Summer Gaming, a Nerd Rock Concert, Cooking and Crafts, Book Discussion Groups, and the very popular Teen Volunteer program. The Teen Summer Party, by invitation only to teen readers who complete the program, has tons of food, a gaming cave, games, challenges, and raffle prizes!

New this year:

- Summer reading book bags are purple
- New prizes including lots of glow-in-the-dark choices for kids
- New compact, pocket-friendly reading log for teens
- New weekly raffles for teens who submit book reviews
- Simpler Baby & Me Club that encourages early literacy from the moment of sign-up

Youth Services staff has been promoting the program in house and at local schools. Additionally, Youth Services staff will be at Virginia Avenue Park for the Juneteenth Festival on Saturday, June 16 with signups at the library booth.

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. Erica Cuyugan, Young Adult Librarian, and two members of the Teen Advisory Council reported on the recent *Battle of the Bands* program. They indicated there was a good turnout; the kids enjoyed the show; and, they shared a brief video clip of the winning band.

The Friends reviewed their budget for fiscal year 2012/13. Their revenue is estimated at \$134,700.

The Membership Committee is exploring new recruitment strategies. For now they plan to revise some of their marketing material and increase their presence at Library programs.

The Friends of the Library Board meeting time was changed to 6:30 for the next six months.

A Report From Library Staff on the Launch of Polaris & BiblioCommons the New Electronic Services

Mr. Mullen reported on Polaris and BiblioCommons the new electronic services at Santa Monica Public Library. Polaris is the underlying software system that keeps track of the Library's lending collection, allow patrons to search the online catalog, place holds, renew materials and check user account information. BiblioCommons is a search engine that has been customized to work with Polaris and improve the ease of use for accessing material.

On May 31 the old SIRSI system was frozen and the data extracted to migrate to the new system. For five days from June 1-5 circulation was done in offline mode. Returns could not be checked in during this time and due dates were adjusted so that nothing would be due for this

period.

On June 6 the Library was closed to the public so staff could focus on checking in items, processing holds and shelving. Then on June 7 the Library was open to the public with Polaris and BiblioCommons. Credit card payment at the self-checkout stations also went live on June 7.

Mr. Mullen reported on the successes of the new systems: Library staff was trained; the data was migrated; the system went live on schedule; and most patrons have had a good experience with Polaris/BiblioCommons.

Some challenges of the new systems include: the interface between Polaris and BiblioCommons will shake out over a few weeks; due dates are off by one day in BiblioCommons; Polaris has a bug related to fine and fee notices; and the New Item lists are empty.

Items related to the new systems that are currently in development include: the automated telephone notification system; mobile versions of BiblioCommons for use by smart phones and mobile devices; and use of Polaris for acquisitions.

Results of the Santa Monica Public Library Customer Survey 2012

Library staff distributed the results of the 2012 Library Customer Survey. Board discussion followed.

Nationwide Current Library Trends - Review of Library Journal Articles

Chair Ken Blackwell reported on an application from Apple that will allow users to scan and store their credit and loyalty cards on their phones. Patrons could scan their library card for use at the Library.

Boardmembers discussed several journal articles from the periodical *American Libraries*.

Secretary's Report

Over 1,000 people visited the Library booth at the Santa Monica Festival on May 19. Youth Services staff had a craft for kids and Reference staff promoted ebooks.

Update on Library Services and Programs

Update on Library Staffing

Mr. Mullen gave an update on Library staffing. Four Library staff members completed the City's Pre Supervisory Academy which prepares staff to be supervisors. The Staff Assistant II position was reclassified to Library Assistant II and on the day it opened for recruitment there were more than 600 applicants. There are three vacancies.

Update on Library Facilities and Equipment

The signage package for the Pico Library Branch was approved by the Architectural Review Board. City staff attended meetings of the Recreation and Parks Commission and the Virginia Avenue Park

Advisory Board to update them on the Pico Library plans.

Update on Library Security and Safety

No report.

Library Statistics

Staff distributed the April 2012 Library statistics. Board discussion followed.

What Are You Reading?

The Boardmembers discussed what books they are reading.

Agenda Building

The Library Board asked that the following items be included in the next Library Board agenda: report on the Santa Monica History Museum; a tour of the Library Information Management Division; and a report on the American Library Association Conference.

Adjournment

Vice Chair Gene Oppenheim adjourned the meeting at 8:15 p.m.

Attest:

Approved:



Greg Mullen
City Librarian

Gene Oppenheim
Library Board Vice Chair