

SANTA MONICA PUBLIC LIBRARY BOARD



Minutes of the REGULAR Meeting of September 6, 2012 To Be Approved

- Call to Order** A REGULAR meeting of the Library Board was called to order by Vice Chairperson Gene Oppenheim, at 7:05 p.m., Thursday, September 6, 2012 at the Main Library, Administrative Conference Room, 601 Santa Monica Blvd., Santa Monica.
- Roll Call**
- PRESENT:** Boardmember Ken Breisch, Vice Chair Gene Oppenheim, Boardmember Kathie Sheldon and Boardmember Dan Stern
- ABSENT:** Chairperson Ken Blackwell
- ALSO PRESENT:** Susan Annett, Principal Librarian for Public and Branch Services; Greg Mullen, City Librarian; Rachel Foyt, Administrative Analyst
- Public Input** No report.
- Swearing in of Ken Blackwell** In Chair Blackwell's absence the item was deferred to the October meeting.
- 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 August 2, 2012. The motion was approved by the following vote:
- AYES: Boardmember Ken Breisch, Vice Chair Gene Oppenheim and Boardmember Kathie Sheldon
- NOES: None
- ABSENT: Chairperson Ken Blackwell and Boardmember Dan Stern
- Boardmember Dan Stern arrived at 7:08 p.m.
- Report from the Friends of the Library, a Library Support Group** Greg Mullen, City Librarian reported on the Friends' Board meeting held on Monday, August 13. The Board discussed their new website design. The new site will use a blog structure to allow for easy updating. The Friends approved an update to their logo design.
- Bob Braslau, a guest of the Friends' Board, introduced the topic of expanding the ongoing series of science programs. He will work with Jon Arenberg to identify speakers.

Edward Edwards was elected as Chair of the Friends' Board, succeeding Jon Arenberg. Adele Clark was elected vice-chair.

There was discussion about the group's nonprofit status. All federal and state forms have now been filed. The IRS has acknowledged receipt of the application for reinstatement.

**Report From
Library Staff on the
Pico Branch
Library Project,
Groundbreaking,
Plans and
Schedule**

The Pico Branch groundbreaking ceremony was held on August 15 at 1:00 p.m. at Virginia Ave. Park. The speakers at the event included: Mayor Richard Bloom, Pico Neighborhood Association representative Irma Carranza and Virginia Avenue Park Advisory Board Chairperson, Albin Gielicz. Approximately 140 people attended the groundbreaking.

Construction has not yet started on the Branch but some demolition has taken place. The construction documents are completed and the construction permit has been received from Building and Safety.

Library staff is continuing to work on the selection of furniture, fixtures and equipment for the Branch and the opening day collection. The vendor for the opening day collection print material has been selected. An initial meeting is scheduled for October 24. Three vendors will be interviewed for the non-print material.

The print vendor selected for the opening day collection has a good reputation for acquiring Spanish language materials. The vendor attends the Guadalajara Book Festival and they also have a specialist that guides the process of selecting Spanish language materials.

**Update From
Library Staff on
Polaris &
BiblioCommons
the New Electronic
Services**

Mr. Mullen gave an update on Polaris and BiblioCommons the two new electronic services at Santa Monica Public Library. Library staff is moving ahead with the BiblioCommons subscription agreement. Staff is working with the vendor and the City Attorney's Office to finalize wording and complete this agreement for ongoing service.

There are a few outstanding punch list items for BiblioCommons:

- Ability for patrons to place holds on specific magazine issues
- The Holds pickup expiration date is off by one day
- On loan DVD volume information is not displaying in the patron record
- Cover art for some items is not displaying in the catalog

Staff plans to offer the Polaris catalog as an alternative to BiblioCommons.

**Report on the
Workshops,
Speakers and
Activities at the
American Library
Association
Conference**

Boardmember Kathie Sheldon reported on the workshop she attended while at the American Library Association Conference on June 23 in Anaheim. The Association of Library Trustees, Advocates, Friends and Foundations (ALTAFF) is changing its name to United for Libraries. She also attended the auditorium speaker session *Young Adults: Making a Difference* which featured two young adults who are working to change their communities for the better.

**Report on the 2013
Citywide Reads**

Susan Annett, Principal Librarian for Public and Branch Services, reported that the name of the citywide reading program will change from Citywide Reads to

Selection	<p>Santa Monica Reads.</p> <p>The 2013 Santa Monica Reads selection is <i>Wonder</i> by R.J. Palacio. <i>Wonder</i> has been nominated for a 2013 Newbery Medal for youth fiction. Proposed programs for Santa Monica Reads include: author appearance; intergenerational book discussions; movie screenings; community discussions on bullying; staged reading; live music program and a mask-making craft.</p>
Approval of the Revisions to the Santa Monica Public Library Meeting Room Policy	<p>Motion by Boardmember Dan Stern seconded by Boardmember Kathie Sheldon, to approve the revisions to the Santa Monica Public Library meeting room policy as proposed by staff. The motion was approved by the following vote:</p> <p>AYES: Boardmember Ken Breisch, Vice Chair Gene Oppenheim, Boardmember Kathie Sheldon and Boardmember Dan Stern</p> <p>NOES: None</p> <p>ABSENT: Chairperson Ken Blackwell</p>
Update on the Library Workplan Fiscal Years 2011-2013	<p>No report. Staff reported on this item in August.</p>
Nationwide Current Library Trends - Review of Library Journal Articles	<p>No report.</p>
Secretary's Report	<p>Seventy-three percent of active library users have provided a current email address, allowing for electronic notification for holds, renewals and overdue items.</p>
Update on Library Services and Programs	<p>Mr. Mullen reported on the circulation changes that will begin on November 1. The loan period for music CDs will be reduced from 28 to 14 days. This change is made based on customer feedback. Renewals will now be allowed on DVDs.</p>
Update on Library Staffing	<p>Mr. Mullen gave an update on Library staffing. The all staff In-Service Day is scheduled for October 8 and planning underway.</p> <p>The Librarian II position in Reference has been offered promotionally to a Library staff member. Three vacant Library Assistant II positions have been filled.</p>
Update on Library Facilities and Equipment	<p>Approximately 140 PCs will be replaced through the computer replacement program at the Library beginning October 15.</p> <p>The Media Wall in the lobby is broken and Library staff is exploring replacement options.</p>

Grading of the Ocean Park parking lot is under way to accommodate the relocation of the historic Shotgun House.

Landscaping at the front entrance of the Main Library has been re-done.

Mr. Mullen reported on changes to the Main Library parking structure that are effective beginning October 1. Parkers will receive 30 minutes of free parking and the daily maximum parking fee will be \$5.

Update on Library Security and Safety

Three bicycle thefts have been reported since July 1.

Library Statistics

Staff distributed the July 2012 and annual 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 2012 Summer Reading Program; the revisions to the Library Rules of Conduct; swearing in of Ken Blackwell; Eureka! Institute presentation by Erica Cuyugan, Young Adult Librarian and Library Board elections for Chair and Vice Chair.

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