

CITY OF SANTA MONICA LIBRARY BOARD



Minutes of the REGULAR Meeting of November 3, 2016 To Be Approved

Call to Order	A REGULAR meeting of the Santa Monica Library Board was called to order by Chair, Marc Morgenstern, at 7:00 p.m., Thursday, November 3, 2016 at the Main Library, Administration Conference Room, 601 Santa Monica Blvd., Santa Monica.
Roll Call	<p>PRESENT: Boardmember Victor Davich, Chair Marc Morgenstern, Boardmember Lucien Plauzoles, Boardmember Kathleen Sheldon, and Vice Chair Bryce Snell</p> <p>ABSENT: None.</p> <p>ALSO PRESENT: Marsha Moutrie, City Attorney; Michael Cobden, Deputy City Attorney; Deb Hossli, Risk Manager; Greco Venegas, Principal Librarian for Information Management Division; Erica Cuyugan, Acting City Librarian; Rachel Foyt, Senior Administrative Analyst</p>
Public Input	None.
Approval of the Library Board Minutes	<p>Motion by Boardmember Lucien Plauzoles, seconded by Boardmember Victor Davich to approve the minutes of the Library Board meeting of September 15, 2016. The motion was approved by the following vote:</p> <p>AYES: Boardmember Victor Davich, Chairperson Marc Morgenstern, and Boardmember Lucien Plauzoles</p> <p>NOES: None</p> <p>ABSTAINING: Vice Chair Bryce Snell</p> <p>ABSENT: Boardmember Kathleen Sheldon</p> <p>Boardmember Kathleen Sheldon entered the Board meeting at 7:01:33 p.m.</p>
Discussion with City Attorney Marsha Moutrie and Staff from the City Attorney's	Continuing Library Board discussion of public internet access and printing services at the Santa Monica Public Library. The Board reviewed the Library's internet use policy and the American Library Association's policy statement: <i>Access to Electronic Information, Services, and Networks: an interpretation of</i>

the LIBRARY BILL OF RIGHTS which supports the right of individuals to choose library materials for themselves, including those in electronic formats.

The Library Board asked questions about the Children's Internet Protection Act (CIPA). CIPA was enacted by Congress in 2000 and requires that K-12 schools and libraries use Internet filters to address concerns about children's access to obscene or harmful content over the Internet as a condition for federal funding.

The Santa Monica Public Library does not receive any federal funding or receive discounts for Internet access or internal connections.

Michael Cobden, Deputy City Attorney explained that under the Federal court case *Kathleen R. V. City of Livermore* the court found that the City of Livermore was statutorily immune from any claims of liability from having an internet access portal.

Marsha Moutrie, City Attorney stated that this set of issues about what services and resources to make available to the community is a policy decision for the City and that the Library is protected by the immunity in the court case mentioned above and because of the constitutional law that has been annunciated by the courts.

Boardmember Victor Davich explained that he has concerns about Library patrons including children and teens being inadvertently exposed to obscene and unprotected material on the Internet. The two issues Boardmember Davich is concerned about are how to prevent inadvertent viewing from happening and what is the potential liability for the staff, the Library Board, and/or the City of Santa Monica if someone brings a lawsuit?

Greco Venegas, Principal Librarian for Information Management Division reported that with regard to mobile and current printing the Library uses a print release system. When a patron prints from a Library computer or from a mobile device the patron enters either their Library card number or uses an email address in the case of mobile printing to release the print job. The print job is not released from the printer until a person is physically at the print station and enters either of these pieces of information.

The Libraries have separate print locations for adults and children and teens. All of the Library Internet computers including the computers at the Branches have privacy screens and separate computer areas for adults and children and teens.

There are Library policies and software in place to prevent adults from using the computers in the children's or teen areas.

Additionally, all downloaded files are deleted whenever an Internet session ends or a patron logs off of the computer.

Ms. Moutrie, City Attorney explained that the City Attorney's Office would defend the staff or the City in a lawsuit brought against the City of Santa Monica or the Library. The Library Board does not make any decisions or policies that would expose them to a lawsuit.

Board discussion followed.

The Internet Use Policy is posted in the Computer Commons and at the Youth Services desk. When a user logs in to use a Library computer or WiFi they have to agree to the Internet Use Policy before they can access the Internet.

**Library Staff Report
of the Santa
Monica Public
Library Annual
Statistics for Fiscal
Year 2015/16**

Erica Cuyugan, Acting City Librarian shared the Library statistics for fiscal year 2015/16 with the Board. The Fairview Branch was closed for the entire year. Also, the \$25.00 non-resident fee was still in effect during the fiscal year.

The Board reviewed the statistics for circulation which included an increase in e-media. The Pico Branch statistics were up due to the closure of the Fairview Branch Library.

Board discussion followed.

**Board Discussion
of Nationwide
Current Library
Trends and Review
of Library Journal
Articles**

Santa Monica Public Library has received a five-star rating for the seventh year in a row from Library Journal's national rating of public libraries.

Secretary's Report

**Update on Library
Services and
Programs**

The Library was a community partner which was honored at the Westside Coalition Celebrating Success Breakfast. The Library received the Community Support Award from Chrysalis. Chrysalis offers job-readiness classes and services designed to improve job search skills, self-confidence, and employability. The Library employs Day Porters hired through Chrysalis.

The City of Santa Monica held its fifth annual Día de los Muertos celebration. The family-friendly event focused on the activities that are part of this traditional celebration of life and death. The celebration is co-produced by Cultural Affairs, the Library and Woodlawn Cemetery. Over 1400 people visited the cemetery to honor their loved ones by making an offering of flowers and contributing stories to a communal memory wall.

City TV covered the event and coverage can be found on YouTube at <https://youtu.be/k8wCpOyfzLAI>.

The Pico Branch Library and Virginia Avenue Park held the first ever college summit which was presented in collaboration with various Santa Monica organizations. The program was a way for students and parents to get

information about college applications, Free Application for Federal Student Aid (FAFSA), scholarships information, and more.

The Pico Branch is also holding a program called Leamos (Let's Read) which is a simple and easy-to-use pre-ESL online literacy course that teaches non-literate Spanish-speaking adults to read and write in Spanish.

In October, Andrea Eitsert, Reference Librarian I and Kathy Lo, Reference Librarian II represented Santa Monica Public Library at the annual Archives Bazaar, a gathering of libraries, archives, and repositories.

The Library is participating in the City's Digital Strategy planning sessions to create a plan for the new digital presence of the Library and the City.

Update on Library Staffing

Ms. Cuyugan attended the Public Library Directors' Forum where the California State Library spoke about grant initiatives and discussed the next 5-year strategic plan for the State Library.

Information Management Division Librarian Kane Tsay and Reference Librarian Jeff Kaplan are scheduled to give a presentation about Santa Monica Public Library at the Beach called "Pop ups in paradise: Santa Monica Public Library goes to the beach" at the California Library Association Conference in November.

This year, the library is a co-recipient of a PR Excellence Award (in the category of \$10 million plus budget for print). The winning entry is "Santa Monica Public Library: an illustrated history", the commemorative booklet for the 125th anniversary. Kathy Lo, Reference Librarian II will represent the Library at the California Library Association Conference to accept the award in a gala celebration. She also joins other winners in the "Become a Marketing Superstar" panel to discuss lessons learned from their award-winning projects.

Santa Monica Public Library Director first round interviews will take place in mid-November.

Update on Library Facilities and Equipment

No report.

Update on Library Security and Safety

Ms. Cuyugan reported that currently there are two active library suspensions and two stay away orders this month.

The Library Service Officers will be training with Circulation staff, particularly Library Pages who work on the floor and at the Computer Commons desk in the areas of patron engagement and when to call a Library Service Officer.

Library Service Officers patrols on the second floor have been increased and the Service Officers regular visit branches have been re-structured in order to increase their presence in all locations while continuing to balance other duties.

**Agenda Building
for the Next
Meeting**

The Board would like to include in the next agenda an update from the Friends of the Library and an update on the Santa Monica Reads program.

The December 1, 2016 Library Board meeting is cancelled due to lack of quorum. A special December Library Board meeting will be scheduled for December 8, 2016 at 7:00 p.m. in the Administrative Conference Room.

Adjournment

On the order of the Chair, Marc Morgenstern, the meeting was adjourned at 8:22 p.m.

Attest:

Approved:

Erica Cuyugan
Acting City Librarian

Marc Morgenstern
Library Board Chair

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