

CITY OF SANTA MONICA LIBRARY BOARD



Minutes of the SPECIAL Meeting of April 13, 2017 To Be Approved

Call to Order	A SPECIAL meeting of the Santa Monica Library Board was called to order by Chair, Marc Morgenstern, at 7:00 p.m., Thursday, April 13, 2017 at the Main Library, Administrative Conference Room, 601 Santa Monica Blvd., Santa Monica.
Roll Call	<p>PRESENT: Boardmember Victor Davich, Chair Marc Morgenstern, and Boardmember Lucien Plauzoles</p> <p>ABSENT: Boardmember Kathleen Sheldon and Vice Chair Bryce Snell</p> <p>ALSO PRESENT: Rachel Ginnerty, Friends of the Santa Monica Public Library President; Cecilia Tovar, Principal Librarian for Public and Branch Services; Erica Cuyugan, Assistant City Librarian; Patty Wong, Director of Library Services; and 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 March 2, 2017. 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: None</p> <p>ABSENT: Boardmember Kathleen Sheldon and Vice Chair Bryce Snell</p>
Introduction of Library Director Patty Wong, Library Boardmembers and Friends of the Library President	The Board welcomed new Director of Library Services Patty Wong. Ms. Wong started on March 6, 2017. Friends of the Santa Monica Public Library President Rachel Ginnerty spoke to the Board about her vision for the Friends of the Library and ways the Friends and the Library Board might work together. The Friends' Bookstore has a well-established group of volunteers and through the Bookstore revenue the Friends are providing funding for Library programming.

Rachel Ginnerty

Ms. Ginnerty would like to see an expansion in the membership of the Friends of the Library not only to raise awareness of the Friends but to offer more funding to the Library for programs in the areas of youth, families and lifelong learning.

Secretary's Report

Update on Library Services and Programs

Ms. Wong reported to the Board on the Library budget. The Library is currently working on the framework for the budget which will focus on the City's strategic priorities of: Mobility, The Airport, Inclusive and Diverse Communities, Homelessness and Learn and Thrive. The Library's strategic plan focus areas of Vibrant Learning Center, Wellbeing Cultivator, Dynamic Third Place and Community and Cultural Connector align with the City framework.

Ms. Wong recapped the progress of the grants awarded to the Library.

The Library received a \$38,000 grant from the California State Library to establish Literacy and Education for Adults and Families (LEAF). This program is designed to focus on one to one support for adults and families seeking to develop literacy skills.

The People Concern, formerly Ocean Park Community Center (OPCC), in partnership with the Library will offer regular office hours at the Main Library for those seeking support due to homelessness.

Update on Library Staffing

Ms. Wong and the Library Boardmembers recognized Erica Cuyugan, Assistant City Librarian and Cecilia Tovar, Principal Librarian for Public and Branch Services for their role in keeping the Library growing and moving forward in the interim between Library Directors.

A new Executive Administrative Assistant, Priscilla Bouvet, will be joining Library Administration on May 1, 2017.

The Principle Librarian for Reference Services position is vacant. The position will open promotionally.

Three as-needed Library Services Officers have been hired.

Update on Library Facilities and Equipment

Library staff are preparing a three to five-year technology plan in collaboration with City Information Systems Division to ensure support for current and future endeavors.

The automated handling system at the Pico Branch is being replaced. The system is under warranty.

As a result of items identified as part of the strategic plan the Multipurpose Room, Community Meeting Room and the Computer Training Room at the Main Library have all had technology upgrades.

In the Fall staff will introduce a kiosk for laptop in library use circulation in the Teen area.

Update on Library Security and Safety

The Management Team recently met with the Homeless Liaison Program (HLP). The HLP Team will be meeting with staff to do some additional training.

The Board reviewed Library statistics.

Staff distributed the Library's Annual Report.

Review of Library Board Mission

The Board reviewed and discussed its mission statement. "The Santa Monica Public Library Board shall have charge of the administration of the Santa Monica Public Library."

The Board's objective is to determine Library Board goals that work in tandem and support Library goals.

The Board is interested in expanding the number of Library Boardmembers on the Library Board to increase community representation and allow better diversity on the Board.

Board Review and Approval of the Revised Schedule of Santa Monica Public Library Fines and Fees

The City of Santa Monica Finance Department conducted a fee study and requested that the Library update its fees in order to approximate the real costs. The Board reviewed the increase in the Security Staffing Fee for outside of hours meeting room use. The Security Staffing Fee for outside of hours use is increasing from \$50.00 per hour to \$70.00 per hour for two Library Services Officers. The Branch Security Staffing Fee is increasing from \$25.00 per hour to \$35.00 per hour for one Library Services Officer. Board discussion followed.

The new fees are a Technology Package Fee for the Main Library (\$35.00) and an Overdue Teen Laptop Fee (\$1.00 per hour, \$5.00 maximum).

Motion by Boardmember Lucien Plauzoles, seconded by Boardmember Victor Davich to adopt the fees as written: Security Staffing Fee \$70.00 per hour for two Library Services Officers at the Main Library; \$35.00 per hour for one Library Services Officer at the Branch Libraries; Technology Package Fee \$35.00; and Overdue Teen Laptop Fee \$1.00 per hour, \$5.00 maximum. The motion was approved by the following vote:

AYES: Boardmember Victor Davich, Chairperson Marc Morgenstern, and Boardmember Lucien Plauzoles

NOES: None

ABSTAINING: None

ABSENT: Boardmember Kathleen Sheldon and Vice Chair Bryce Snell

Library Board Resolution in Support of the American Library Association's Resolution on

Chair Morgenstern explained that items like the resolution being considered in this item are new for the Library Board. The resolution and the letter in item 9 allows the Board to take an outward facing advocacy role for issues that the Board deems important to the Library. The Board reviewed a sample resolution.

Access to Accurate Information

Board discussion followed.

The Board directed staff to prepare a draft resolution for the May 4, 2017 Library Board meeting.

Library Board Letter to Oppose President Trump's FY 2018 Budget Which Eliminates all Funding for the Institute of Museum and Library Services

Motion by Boardmember Lucien Plauzoles, seconded by Chair Marc Morgenstern directing staff to draft a letter from the Library Board in support of funding for the Institute of Museum and Library Services and send said letter to Representative Ted Lieu, Senator Diane Feinstein, Senator Kamala Harris and the Budget Appropriations Committee. The motion was approved by the following vote:

AYES: Chairperson Marc Morgenstern and Boardmember Lucien Plauzoles

NOES: Boardmember Victor Davich

ABSTAINING: None

ABSENT: Boardmember Kathleen Sheldon and Vice Chair Bryce Snell

Information for the Board on Membership in California Public Library Advocates and United for Libraries

The Board reviewed information on membership in California Public Library Advocates and United for Libraries.

Motion by Boardmember Lucien Plauzoles, seconded by Boardmember Victor Davich for the Library Board to join California Public Library Advocates and United for Libraries.

AYES: Boardmember Victor Davich, Chairperson Marc Morgenstern and Boardmember Lucien Plauzoles

NOES: None

ABSTAINING: None

ABSENT: Boardmember Kathleen Sheldon and Vice Chair Bryce Snell

Discussion and Formation of Ad Hoc Library Board Committees to Support Library Board Goals

Chair Marc Morgenstern spoke to the Board about broadening the Library Board's reach and getting more people involved in the Library Board through the formation of two ad hoc committees. He suggested an outreach committee and an advocacy committee. A Library Boardmember would be the Chair of each committee and would be responsible for constituting the committee, defining the remit of the committee and making recommendations to the Library Board based on the remit of that committee.

Boardmember Lucien Plauzoles suggested a Board development committee focusing on outreach to attract candidates for Library Board vacancies, liaising with City staff and with City Council about what types of Boardmembers are needed on the Library Board.

Board discussion followed.

The Board asked staff to agendize discussion and formation of ad hoc Library Board committees for the May 4, 2017 Library Board meeting.

Information on Tolerance and Santa Monica Public Library Programming Focusing on Tolerance

Tabled to May 4, 2017 Library Board meeting.

Calendar of Important Santa Monica Public Library Dates and Programs

Tabled to May 4, 2017 Library Board meeting.

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

Boardmember Lucien Plauzoles reported on an article in *Library Journal*. The Southern Poverty Law Center recorded over 800 hate incidents in libraries in December 2016.

Reports from Library Boardmembers on Their Attendance at Library Programs or on Feedback From the Community

Boardmember Lucien Plauzoles reported on the North of Montana Association meeting he attended on Thursday, April 6, 2017.

What Are You Reading?

What Are You Reading? The Board shares what books they are reading, what music they are listening to, or movies they are watching.

Agenda Building for the Next Meeting

The Board would like to include in the next agenda:

- Review of draft resolution in support of the American Library Association's Resolution on Access to Accurate Information
- Review of draft letter from the Library Board in support of funding for the Institute of Museum and Library Services
- Discussion and formation of ad hoc Library Board committees to support Library Board goals
- Information on Tolerance and Santa Monica Public Library Programming Focusing on Tolerance
- Calendar of Important Santa Monica Public Library Dates and Programs

Adjournment

On the order of the Chair, Marc Morgenstern, the meeting was adjourned at 9:00 p.m.

Attest:

Approved:

Patricia Wong

Marc Morgenstern

Director of Library Services

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.