



CITY OF SANTA MONICA LIBRARY BOARD

Minutes of the SPECIAL Meeting of March 1, 2018 To Be Approved

Call to Order	Chair, Marc Morgenstern, called a SPECIAL meeting of the Santa Monica Library Board to order at 7:10 p.m., Thursday, March 1, 2018 at the Ocean Park Branch Library, Meeting Room, 2601 Main Street, Santa Monica.
Roll Call	<p>PRESENT: Chair Marc Morgenstern, Vice Chair Lucien Plauzoles, and Boardmember Kathleen Sheldon</p> <p>ABSENT: Boardmember Naomi Seligman</p> <p>ALSO PRESENT: Patty Wong, Director of Library Services; Erica Cuyugan, Assistant City Librarian; Karen Reitz, Ocean Park Branch Manager; Greco Venegas, Principal Librarian for Information Management; Ivy Weston, Teen Services Supervisor; and Rachel Foyt, Senior Administrative Analyst</p>
Public Input	Marsha Berkowitz requested the Library Board agendaize an item for discussion of the use of the meeting rooms at the Fairview Branch Library.
Approval of the Library Board Minutes February 1, 2018	Approval of the February 1, 2018 Library Board minutes was tabled.
Secretary's Report	<p>Patty Wong, Director of Library Services highlighted items in her Secretary's Report which included the following:</p> <ul style="list-style-type: none">• Library expects the Facilities Master Plan will move forward in the budgeting process• Library has permission to use the Library expenditure control budget which will bolster Library operations with one time funds• California State Librarian Greg Lucas will visit Santa Monica Public Library on March 12• Staff team for the implementation of elimination of fines for youth has begun meeting
Library Board Review and Discussion of the Library Rules of	Erica Cuyugan, Assistant City Librarian distributed a draft copy of the Library Rules of Conduct for the Library Board's review. She reported that the committee working on the draft created a welcoming statement to precede the

Conduct. Report on Library Safety and Security

Rules of Conduct. Other changes include organizing the rules into similar categories. Staff continues to meet with the City Attorney's Office in order to streamline the rules.

Library staff will continue to work on placement, enforcement, and consistency of the Rules of Conduct.

Ms. Cuyugan reported to the Board on safety and security. A Sharepoint site is being developed to better share information regarding individuals who are banned or have stay away orders. She distributed statistics on the Library Services Officers radio calls, incidents, calls to Police, and calls for emergency medical services.

Report on the Programs and Services of the Ocean Park Branch Library and the 100th Anniversary of the Ocean Park Branch

Karen Reitz, Branch Manager reported on the programs and services of the Ocean Park Branch Library including the Ocean Park 100th Anniversary celebration. She presented a number of photos of events held at the Branch and on the lawn in front of the Branch over the past year.

Extending Library Hours at the Main Library for Teens During Finals' Week

Ivy Weston, Teen Services Supervisor spoke to the Board about the idea of extending Main Library hours for teens during finals' week. The Santa Monica Public Library Teen Council is interested in hosting two study nights the week of June 3-7, 2018 for group and independent study.

Board discussion followed.

Motion by Vice Chair Lucien Plauzoles, seconded by Boardmember Kathleen Sheldon to approve in concept extending Main Library hours for teens during finals' week. The motion was approved by the following vote:

AYES: Chair Marc Morgenstern, Vice Chair Lucien Plauzoles, and Boardmember Kathleen Sheldon

NOES: None

ABSTAINING: None

ABSENT EXCUSED: None

ABSENT: Boardmember Naomi Seligman

Overview of the Library's 3-5 Year Technology Plan Including Review of Library Technology, Budget, Future Projects, and Vision

Greco Venegas, Principal Librarian for Information Management Division gave an overview of the Library's Technology Plan 2017-2022 including review of Library technology, budget, future projects, and vision. Mr. Venegas presented a breakdown of the plan:

- Library Strategic Plan and technology goals
- Information Services Department (ISD) and ISD Strategic Plan
- Library technology budget and maintenance
- Library description of needs

- Overview of current Library technology
- Technology goals
- Identified five priorities for Capital Improvement Projects and implementation plans for years 2017-2020

Board discussion followed.

Discussion of Identification and Facility Control Measures for Insects at the Main and Branch Libraries

Ms. Wong explained that on Friday, March 2, there will be an inspection of the Main Library and if pest control is needed, they will attend to the Library after closure. Going forward regular monitoring of insects will take place.

**Santa Monica Public Library Board
Unscheduled Vacancy**

There is an unscheduled vacancy on the Santa Monica Public Library Board. Interested applicants apply to the City Clerk by noon on March 20, 2018. The appointment is scheduled to take place on March 27, 2018 at the City Council meeting.

Accept the Bequests From the Estate of Sidney Roberts and Clara Szego Roberts Under Santa Monica Charter Section 1010 (b)

Motion by Vice Chair Lucien Plauzoles, seconded by Boardmember Kathleen Sheldon to authorize staff to accept the bequests from the Estate of Sidney Roberts and Clara Szego Roberts on behalf of the Library Board with the final dispensation of the funds to be determined later. The motion was approved by the following vote:

AYES: Chair Marc Morgenstern, Vice Chair Lucien Plauzoles, and Boardmember Kathleen Sheldon

NOES: None

ABSTAINING: None

ABSENT EXCUSED: None

ABSENT: Boardmember Naomi Seligman

Southern California Library Cooperative Day in the District

As part of Southern California Library Cooperative's Day in the District, an appointment was scheduled to meet with Assemblymember Richard Bloom in Santa Monica on March 16th at 9:30am. Boardmembers are invited to attend.

Clarify the Role of the Ad hoc Library Board Committees

Motion by Boardmember Kathleen Sheldon, seconded by Vice Chair Lucien Plauzoles to resend the original Library Board decision creating the ad hoc Library Board Committees (Liaison to the Library Foundation of Santa Monica, Library Board Task Force on Homelessness, and Library Board Development Committee) as formal bodies of the Library Board, clarifying their role and appointing them working groups of the Library Board. The motion was approved by the following vote:

AYES: Chair Marc Morgenstern, Vice Chair Lucien Plauzoles, and Boardmember Kathleen Sheldon

NOES: None

ABSTAINING: None

ABSENT EXCUSED: None

ABSENT: Boardmember Naomi Seligman

**Tour of the Ocean
Park Branch
Library**

Karen Reitz, Branch Manager gave the Library Board a tour of the Ocean Park Branch Library.

**Future Agenda
Items**

The Board would like to include in a future agenda:

- Approval of the Library Technology Plan
- Follow up on the use of Fairview Branch Library meeting rooms
- Discussion of Library Safety and Security
- Margaret Willis Administrator, Human Services and Erika Aklufi Sergeant, Homeless Liaison Program are scheduled to attend a future Library Board meeting

Adjournment

On the order of the Chair, Marc Morgenstern, the meeting was adjourned at 9:03 p.m.

Attest:

Approved:

Patricia Wong
Library Director

Marc Morgenstern
Library Board Chair

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