



CITY OF SANTA MONICA LIBRARY BOARD

Minutes of the REGULAR Meeting of May 3, 2018 To Be Approved

Call to Order	Chair, Marc Morgenstern, called a REGULAR meeting of the Santa Monica Library Board to order at 7:00 p.m., Thursday, May 3, 2018 at the Main Library, Administrative Conference Room, 601 Santa Monica Blvd., Santa Monica.
Roll Call	<p>PRESENT: Chair Marc Morgenstern, Vice Chair Lucien Plauzoles, Boardmember Arlene Hopkins, Boardmember Naomi Seligman, and Boardmember Kathleen Sheldon</p> <p>ABSENT: None</p> <p>ALSO PRESENT: Patty Wong, Director of Library Services; Erica Cuyugan, Assistant City Librarian; Rachel Foyt, Senior Administrative Analyst</p>
Public Input	None
Oath of Affirmation and Swearing in of New Library Boardmember Arlene Hopkins	Arlene Hopkins took the Oath of Affirmation and was sworn in as the newest Library Boardmember.
Approval of Minutes of the Library Board Meetings of April 5, 2018	Approval of minutes of the Library Board meeting of April 5, 2018 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">• Cecilia Tovar, Principal Librarian for Public and Branch Services is participating in the Pico Wellbeing Project, a community planning process focused on strengthening efforts to support the Pico neighborhood.• Patty Wong along with fellow Department Heads, City Manager Staff and the community met with City Council on April 21 to discuss 21st Century Government in order to develop a stronger relationship.• The plans for the Literacy Office/Public Services workspace/Library Services Officer space are complete. Construction is anticipated to begin the end of August/beginning of September and scheduled for completion in 90 days.• Potential Library partnership with Connections for Children. Opportunity to offer office space to staff from Connections for Children at the Main Library.

Erica Cuyugan, Assistant City Librarian reported on Library safety and security. The Library Services Officers (LSO) are organizing and realigning their schedules to ensure coverage at both Main Library entrances, the second floor, and the Branch libraries. The LSOs will be getting mobile phones for use on duty, which will have a touring and incident tracking app called Trackforce.

Ms. Cuyugan distributed incident statics for 2017 and 2018. Board discussion followed.

Ms. Cuyugan reported that bed bug pheromone monitors are being installed at the Main and Branch libraries. The monitors will attract any bed bugs that might be in the area.

Approval of the Library Rules of Conduct as Presented by Staff

Motion by Vice Chair Lucien Plauzoles, seconded by Boardmember Naomi Seligman to approve the Library Rules of Conduct in concept subject to review by the City Attorney's Office. The motion was approved by the following vote:

AYES: Chair Marc Morgenstern, Vice Chair Lucien Plauzoles, Boardmember Arlene Hopkins, Boardmember Naomi Seligman, and Boardmember Kathleen Sheldon

NOES: None

ABSTAINING: None

ABSENT EXCUSED: None

ABSENT: None

Realignment of Library Strategic Plan Goals and Focus Areas. Presentation of Library Staff Vision Boards

Rachel Foyt, Senior Administrative Analyst reported to the Board on the realignment of Library Strategic Plan goals and focus areas. Ms. Foyt explained that working with Jasmine Gutierrez a Library Page and Washington State library school student the Strategic Plan goals were reevaluated and updated to be in alignment with current Library framework goals.

As part of the re-imagining of the Strategic Plan staff divisions developed vision boards that answered the question, "How do I or how does my work connect with the Strategic Plan". The boards represented staff identification of programs and services that connect with the four Strategic Plan focus areas: Community and Cultural Connector, Wellbeing Cultivator, Dynamic Third Place, and Vibrant Learning Center.

In addition to the update of the Strategic Plan goals and vision board activity, meetings with staff and updates to the Strategic Plan website are in progress. Future activities include the development of talking points for staff and the integration of the four focus areas and goals in staff performance evaluations.

Ideas for Better Publicizing and Engaging the Community With Regard to Participation in Library Board Meetings

Boardmembers discussed their ideas for better publicizing and engaging the community regarding participation in Library Board meetings. Ideas for publicity include:

- Facebook post highlighting items from the agenda
- Engage with the neighborhood groups or neighborhood council
- People need a reason to attend the Library Board meeting
- Post an agenda notice on Next Door
- Use own Facebook page to share items the Board is discussing
- Write a monthly column in the local news
- Profile of Librarians or frontline staff in the local news

Library Board Working Group Reports

The Board heard a report on the Library Foundation of Santa Monica from Boardmember Naomi Seligman. The Foundation met and are compiling a spreadsheet of potential targets who can help bring the Foundation Board together. They discussed holding a Foundation event in mid-September. Ms. Seligman invited the Library Board to bring forward any names of individuals who would be interested in working on the Foundation Board or doing fundraising.

Library Foundation of Santa Monica, Boardmember Naomi Seligman

Library Board Working Group on Homelessness, Chair Marc Morgenstern

Chair Marc Morgenstern reported on the Working Group on Homelessness. Game board access in the Library courtyard will be activated. The homeless coalition is interested in having art workshops and art shows in the Library lobby. Boardmember Naomi Seligman suggested the organization ARTS, A Reason to Survive.

Library Board Development Working Group, Vice Chair Lu Plauzoles

The City Charter states that anyone wanting to apply to be a Library Boardmember needs to be an electorate. The Board discussed bringing this issue to the City Attorney's Office to see if there could be a revision to the Charter to remove that language in the 2018 election.

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

Boardmember Kathie Sheldon shared an article about the rural libraries tour, a California Library Association project, that sponsors writing workshops at rural libraries. Chair Marc Morgenstern discussed an article about the Fort Worth library that forgave 30 years of fines. Boardmember Naomi Seligman brought to the attention of the Board the *Business Insider* article that highlighted the architecture of the Pico Branch Library.

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

Vice Chair Lu Plauzoles and Boardmember Arlene Hopkins reported on the Serving with a Purpose workshop they attended in Ontario, CA on May 2, 2018.

What Are You Reading?

The Board shared what books they were reading.

Future Agenda Items

No report.

Adjournment

On the order of the Chair, Marc Morgenstern, the meeting was adjourned at 9:01 p.m.

Attest:

Approved:

Patricia Wong

Marc Morgenstern

Library Director

Library Board Chair

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