

**Library Board, Santa Monica Public Library**  
**Director Report**  
**December 2018**  
December 6, 2018

**Citywide Priorities:**

**Department Heads/City Manager Office staff Retreat:** The Library Director, other Department Heads and the City Management Team met on November 8 for the annual retreat. Topics ranged from 2018 accomplishments to communication and leadership styles, getting to yes, and working better together. The afternoon was focused on the Performance Based Budgeting process and common understanding of the next steps.

The Woolsey Fire created disruption for City of Malibu leadership who utilized the City of Santa Monica Emergency Operation Center to operate their own offsite EOC. The Library was able to assist some individuals who would have late fines or loss due to the fire. About 86 of our customers may have been impacted; we will be contacting them by email to offer relief if they connect with us. Two of our staff were impacted by the damage and subsequent evacuation but all seems to be coming back to normalcy.

**Library Facilities and Budget Update:**

The RFP for the Facilities Classification Study will include a call for public art as well as a context for resiliency and sustainability and well-being. The RFP was issued on November 9. A pre-proposal workshop, open to all, will be held on December 10 at 1 p.m. in the MLK Jr. Auditorium at the Main Library. Responses are due in mid-January.

**Library Classification and Compensation Study:** Interviews with the finalists will take place in December. The proposals were reviewed with three proponents selected to move to interview.

**Library Services and Programs:**

**Library Journal Five-Star Library:** For the ninth year in a row, Santa Monica Public Library was named a Library Journal Five-Star Library! Library Journal Index rates American public libraries based on a number of per capita data sets supplied by IMLS, and two years in arrears. These focus on service population, circulation, e-circulation, visits, program attendance and public internet computer use. Santa Monica Public Library is one of two in CA (the other being Beverly Hills Public Library) with expenditures ranging from \$10mm to \$29.9 mm. There are ten libraries listed in this five-star category within this expenditure range.

## **Human Resources**

**Staff In-service Day:** More than 150 staff, volunteers, Friends members attended the first half of Staff Day. SMPD Sergeant Rudy Flores provided an overview training regarding active shooter: focused on run, hide and fight as responses. SMPD Sergeant Maury Sumlin and Detective Brent Wilkening and Officers Kristina Cochran and Laurence Kayondo shared practical de-escalation techniques, a handy card describing those verbal practices along with a physical demonstration of escaping from an attacker. Many thanks to the In-service team for planning and set up and clean up and for the Friends who provided lunch. The afternoon featured staff choice to attend a variety of workshops on wellbeing and self-development: yoga, credit union and financial savings, everything HR, creativity, team building through game playing and more.

## **Vacancies and Transfers**

**Librarian III, Youth and Family Services Coordinator:** The recruitment process was initiated with several candidates moving to the finalist interviews. Lenore St. John will begin work on January 22, 2019. Ms. St. John is an experienced manager, most recently with 1.5 years of success at the Los Angeles County Library as Acting Administrator for Adult and Digital Services for the County as a whole and Assistant Library Administrator for Adult Services for a significant portion of the county branch libraries. She currently supervises a staff of ten. She also brings close to 4 years serving in the capacity of Children's Services Coordinator at Tulsa City-County Library in Oklahoma and at Grand Prairie Library System in Texas. In addition, Ms. St. John brings a full year of experience in coordinating literacy programs for Children's Hospital in Los Angeles, and she speaks, reads, and writes Spanish.

**Librarian II to Public Services:** **Jennifer Boyce** will be transferring from the Fairview Branch to Public Services at the Main Library sometime in January 2019.

Jennifer has over 11 years of experience as a public librarian. She earned her MLIS degree at UCLA and, after graduating in 2007, worked at the Glendale Public Library for five years. In 2012, she was hired by SMPL to be the Librarian II, Youth Services at the Fairview Branch. During the yearlong Fairview Branch renovations, she had the opportunity to work at the Montana Branch and Pico Branch, and in 2017/18 she spent eight months as the Acting Branch Manager at Fairview.

During her time at SMPL, Jennifer has been successful at building internal/external partnerships and coordinating outreach and programs. She has experience working with children, teens, and adults. Most notably, she has launched new programs such as Reading Mentors, Moth-Inspired Storytelling, the Fairview Seed Library, Reading-2-Go,

and the Día Celebration. She is fluent in Spanish and coordinates system-wide collection development for the Library's Spanish Youth materials.

As part of Public Services, Jennifer will supervise a Librarian I (currently vacant), Librarian Assistant II Lucy Baddeley, and Library Assistant II Regina Aaron. She will also serve as the Library's outreach coordinator and will Chair the Santa Monica Reads committee and oversee coordination of the program.

### **Library Partners and Allies**

Library Foundation: A mixup in filing has resulted in the dissolution of the 501 (c ) (3) status at the CA Franchise Tax Board and may jeopardize status at the federal level. Foundation and library staff will need to examine next steps.

Friends of the Santa Monica Public Library Board: The Friends Strategic Planning Session on November 9 drew a group of 13 and was facilitated by consultant Patrick Sanchez. The Board will now review responses from the community meeting and develop next steps which will most likely include engagement with existing volunteers and a strategy for membership and more.

Pier: The Library continues to embed story times and other library service into Pier activities to promote literacy and education.

**Library Board Planning and Important Dates:** The 2019 CLA Annual Conference will be held in Pasadena on October 24-26, 2019. Library Board members should plan on attending the conference and the trade show. The California Public Library Advocates have a workshop usually held in the spring in Northern and Southern CA. ALA Midwinter will be held in Seattle, WA from January 25-29, 2019.

Respectfully submitted:

Patricia M. Wong, Director of Library Services