



# CITY OF SANTA MONICA LIBRARY BOARD

## Minutes of the Meeting of January 3, 2019 To Be Approved

- Call to Order** Chair, Marc Morgenstern, called a meeting of the Santa Monica Library Board to order at 7:02 p.m., Thursday, January 3, 2019 in the Main Library, Administrative Conference Room, 601 Santa Monica Blvd., Santa Monica
- Roll Call**
- PRESENT:** Chair Marc Morgenstern, Vice Chair Lucien Plauzoles, Boardmember Arlene Hopkins, and Boardmember Kathleen Sheldon
- ABSENT:** Boardmember Naomi Seligman
- ALSO PRESENT:** Patty Wong, Director of Library Services; Priscilla Bouvet, Executive Assistant; Susan Abrams, patron; Karen Rybek, patron
- Public Input** Member of the public Susan Abrams briefly introduced herself to the Board as a nurse at UCLA collecting information of resources available for older adults as part of her master's program.
- Approval of Minutes of the Library Board Meetings of November 8, 2018** Motion by Vice Chair Lucien Plauzoles, seconded by Boardmember Kathleen Sheldon to approve the minutes of the Library Board meeting of November 8, 2018. The motion was approved by the following vote:
- AYES: Chair Marc Morgenstern, Vice Chair Lucien Plauzoles, Boardmember Kathleen Sheldon and Boardmember Arlene Hopkins.
- NOES: None
- ABSTAINING: None
- ABSENT: Boardmember Naomi Seligman
- Approval of Minutes of the Library Board Meetings of December 6, 2018** Motion by Boardmember Arlene Hopkins, seconded by Vice Chair Lucien Plauzoles to approve the minutes of the Library Board meeting of December 6, 2018. The motion was approved by the following vote:
- AYES: Chair Marc Morgenstern, Vice Chair Lucien Plauzoles, Boardmember Kathleen Sheldon and Boardmember Arlene Hopkins.

NOES: None

ABSTAINING: None

ABSENT: Boardmember Naomi Seligman

**Circulation of  
Magazines at the  
Library Branches**

Patty Wong, Director of Library Services provided an update on the planning process underway to review the circulation of magazines across the Library system. Library staff will be reviewing the Library's circulation practices, current circulation limits of magazines, as well work with members of the community to gather feedback. Ms. Wong shared possible solutions that would allow a change in the circulation time to one week instead of two. Library staff will present their report and recommendations to the Board at the February meeting.

**Secretary's Report**

Patty Wong highlighted items in her Secretary's Report which included the following:

- Presentation of the City Survey results at the January 26, 2019 Council Retreat meeting
- Library Facilities Master Plan update
- Grant received through the California State Library for Maximizing Learning Spaces, and plans to renovate the Library's computer lab to a maker space and learning center.
- The Personnel Board's approval of the Social Worker classification
- Library Foundation update and its 501(c)(3) corporation status.
- Suspension guidelines for library visitors

**Report on the  
Bookmark Cafe**

Patty Wong provided an update on the Bookmark Café, and the Library's effort to assist them with rent challenges being faced. Ms. Wong shared complaints received from patrons on early closures by the Bookmark Café during Library evening hours. The Library has proposed to the City the possibility of allowing the Bookmark Café to withdraw from its lease early, and is currently waiting for a response.

Chair Marc Morgenstern proposed rethinking the purpose of the café. He posed the following possibilities:

- Use the café for cooking or nutrition classes for the community
- Replacing the café with coffee carts and repurposing the space
- Use it to cater events

**Library Board  
Working Group  
Report**

Chair Marc Morgenstern tabled this discussion without objection due to Boardmember Naomi Seligman's absence.

**Library Board  
Discussion and  
Setting of 2018-19  
Library Board  
Goals**

Chair Marc Morgenstern reviewed the agreed upon goals and pointed the conversation towards next steps. Vice Chair Lucien Plauzoles suggested reviewing each goal and picking one on which to focus:

- Advocacy – Advocating with City institutions such as with the budget process or writing letters of support at the State and Federal level.
- Outreach/Partnership – Reaching out to Library constituents and inquiring out how best to serve them and the mission of the Library. Utilizing partnerships to help accomplish that mission.
- Promotion/Communication – Pushing messages out to the community
- Patron Experience – The interaction between the institution and its consumers in all its facets.

Boardmember Arlene Hopkins suggested that the goals function as a system with an ultimate goal of improving patron experience. The Boardmembers discussed and agreed to “adopt-a-branch” in the effort to engage with staff and patrons, and attend programs that will assist them to identify opportunities and best practices for improving patron experience. The goal being that board members visit their adopted branch regularly. The following adoptions were made, with a preliminary goal of meeting with each branch manager:

- Main – Vice Chair Lucien Plauzoles
- Fairview – Boardmember Arlene Hopkins
- Montana - Boardmember Kathleen Sheldon
- Ocean Park – Chair Marc Morgenstern
- Pico – Boardmember Naomi Seligman

In terms of Advocacy, Chair Marc Morgenstern suggested the following events to participate in:

- City Manager Rick Cole’s State of the City Address
- City Council meeting on January 26, 2019
- Completion of the City Survey
- Reading with the Mayor

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

Boardmember Kathleen Sheldon mentioned a *Los Angeles Times* article from December 2018 that highlighted the Shades of LA project which was started by Carolyn Kozo Cole, an LA Librarian who passed away last year.

Boardmember Arlene Hopkins suggested adding historic local films to the Library’s collection.

**Reports from  
Library  
Boardmembers on  
Their Attendance at  
Library Programs  
or on  
Conversations with  
the Community**

Chair Marc Morgenstern will be participating the in the upcoming Homeless Count.

Boardmember Kathleen Sheldon is participating in the Santa Monica Reads shortlist selections.

**Future Agenda  
Items**

The following items will be included on future agendas:

- Magazine circulation at the branches
- Report on the Bookmark Café
- Recruitment Strategy for Library Boardmembers
- Goal discussion on User Experience and what success looks like
- Removal of Library Fines - March
- Annual Report from the Santa Monica History Museum
- Library Foundation update

**Adjournment**

Chair Marc Morgenstern adjourned the meeting at 8:55pm.

Attest:

Approved:

Patricia Wong

Marc Morgenstern

Library Director

Library Board Chair

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