



CITY OF SANTA MONICA LIBRARY BOARD

Minutes of the Meeting of February 7, 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, February 7, 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, Boardmember Naomi Seligman, and Boardmember Kathleen Sheldon
- ABSENT:** None
- ALSO PRESENT:** Patty Wong, Director of Library Services; Rachel Foyt, Senior Administrative Analyst; Karen Rybek, patron; Jane W. Koehler, patron; Susan Gabriel Potter, President, Santa Monica History Museum; Rob Schwenker, Chair, Santa Monica History Museum; Terri Decker, Vice Chair, Santa Monica History Museum; Jeff Haskett, Treasurer, Santa Monica History Museum; John Klopping, Museum Manager, Santa Monica History Museum; Sara Crown, Archivist, Santa Monica History Museum
- Public Input** Jane Koehler introduced herself. Karen Rybek indicated she was interested in hearing the item regarding the magazine circulation at the Branches.
Boardmember Naomi Seligman arrived at 7:04 p.m.
- Approval of Minutes of the Library Board Meetings of January 3, 2019** Motion by Boardmember Arlene Hopkins, seconded by Vice Chair Lucien Plauzoles to approve the minutes of the Library Board meeting of January 3, 2019. The motion was approved by the following vote:
- AYES: Chair Marc Morgenstern, Vice Chair Lucien Plauzoles, Boardmember Naomi Seligman, Boardmember Kathleen Sheldon, and Boardmember Arlene Hopkins.
- NOES: None
- ABSTAINING: None

ABSENT: None

Annual Report from the Santa Monica History Museum, Presentation by Museum Staff

Susan Gabriel Potter, President, Santa Monica History Museum introduced each of the Museum Boardmembers who were present. Ms. Potter reported on the 2018 fundraisers and programs held by the Museum. She also informed the Library Board of the Museum's 2019 goals; to continue to build and connect with the membership, supporting professional development, and continuing to build connections and collaborate with community partners.

John Klopping, Museum Manager and Sara Crown, Museum Archivist reported to the Library Board on the annual report from the Santa Monica History Museum.

Increase Museum visibility with Santa Monicians and visitors by having over 50 events at the Museum including; rotating exhibitions, pop up exhibitions, free children's workshops, Hands on History and free admission day.

The Museum is also working to develop a better volunteer program with better volunteer materials which allows volunteers to better engage with the Museum's audience base.

Sara Crown, Museum Archivist reported on the Museum exhibitions. In 2018 the Museum held three rotating exhibits; an exhibit about the Tongva Gabriolino, a Look Back to Santa Monica in 1902, and an exhibit focusing on the first 50 years of Santa Monica Airport. In 2019 the Museum collaborated with the Santa Monica Public Library to highlight local Santa Monica photographers in the exhibit Light & Shadow. Route 66 and the Santa Monica Pier in 1917.

Also, in 2018 updates were made to all the permanent Museum galleries. Expanded the part of the Museum that focuses on the Tongva People; the Museum was featured on CSPAN as a part of the city tour of Santa Monica.

Jeff Haskett, Treasurer, Santa Monica History Museum reported on the Museum's financial status. The Museum plans to apply for grants in 2019.

Board questions and discussion followed.

Report from Library Staff on Circulation of Magazines at the Main and Branch Libraries

Patty Wong, Director of Library Services provided an update on the planning process underway to review the circulation of magazines across the Library system. The Periodicals Committee met in February but did not come to a consensus. Going forward the committee plans to review the Library's circulation practices, circulation data, current circulation limits of magazines, as well work with members of the community to gather feedback. Staff will be making their report by the end of February.

Karen Rybek addressed the Board regarding the circulation of magazines at the Branches.

Secretary's Report

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

- The Council selected six framework priorities and sub-priorities
- Staff continue to look at prioritizing the areas where efficiencies can be achieved and making recommendations for changes in budget allocations
- Recruitment of the Social Worker moving forward
- Let's Read with Gleam – new program with Mayor Gleam Davis around reading and literacy
- Statistics of safety and security will be reported on a quarterly basis; next report will be March 2019
- Resolutions were approved at American Library Association Council
 - Resolution in Support of Civil Rights Protections for People of Diverse Gender Identities
 - Resolution on Eliminating Monetary Library Fines as a Form of Social Justice

Library Board Working Group Report

Boardmember Naomi Seligman reported on the Library Foundation of Santa Monica. The Foundation had a conversation around hiring an Executive Director to help organize and fundraise. Another route would be to hire a fundraiser that has donor relationships and who has fundraised for non-profits to develop a strategy to start raising funds for the Foundation.

Library Board Discussion of 2018-19 Library Board Goals of Advocacy, Outreach/Partnership, Promotion/Communication, and Patron Experience

As part of the Library Board goal of Advocacy Chair Marc Morgenstern drafted a letter to Council discussing how the Library plays an important role in the City Framework and asking Council to keep the Library fully funded.

Discussion and suggestions from the Board followed.

Motion by Boardmember Arlene Hopkins, seconded by Boardmember Kathleen Sheldon to authorizes Chair Marc Morgenstern and Library Director Patty Wong to work on the letter, resolve any outstanding issues, to finalize the letter and submit it to Council in a prompt and timely manner. The motion was approved by the following vote:

AYES: Chair Marc Morgenstern, Boardmember Naomi Seligman, Boardmember Kathleen Sheldon, and Boardmember Arlene Hopkins.

NOES: None

ABSTAINING: None

ABSENT: Vice Chair Lucien Plauzoles stepped out of the room before the motion was made.

Chair Marc Morgenstern began the discussion of Patron Experience and what evaluation criteria could be reviewed and tracked in order to see to what

Library patrons are responding. The Board discussed how best to survey and collect data from patrons. It was decided that the Library would share outcomes with the Board.

The Board will next focus on the goal of Promotion and Communication.

Boardmembers recapped what they were doing related to adopt-a-branch.

**Library Board
Strategy for
Recruiting New
Boardmembers**

Chair Marc Morgenstern plans to reach out to candidates who have applied to be Library Boardmembers. Boardmember Naomi Seligman plans to speak at local organization meetings.

**Report on the
Bookmark Café**

Patty Wong, Library Director provided an update on the Bookmark Café. Ms. Wong shared that the Bookmark Café has repaired all the holes that were in the establishment. The Café has paid the large utility bills.

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

No report.

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

Chair Marc Morgenstern shared that Council Hours will be in the Main Library Multipurpose Room from 2:00 – 4:00pm on Sunday, February 10. He encouraged the Board to attend *Let's Read with Gleam* events at the Library.

**Future Agenda
Items**

The following items will be included on future agendas:

- Magazine circulation at the branches
- Discussion of removal of Library fines
- Goal discussion on Promotion/Communication
- Update on Summer Reading
- Meet Lenore St. John, Youth and Family Coordinator
- Quarterly update on safety and security data

Adjournment

Chair Marc Morgenstern adjourned the meeting at 8:50pm.

Attest:

Approved:

Patricia Wong

Marc Morgenstern

Library Director

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.