



CITY OF SANTA MONICA LIBRARY BOARD

Minutes of the Meeting of March 7, 2019 To Be Approved

Call to Order	Chair, Marc Morgenstern, called a regular meeting of the Santa Monica Library Board to order at 7:02 p.m., Thursday, March 7, 2019 in the Main Library, Administrative Conference Room, 601 Santa Monica Blvd., Santa Monica.
Roll Call	<p>PRESENT: Chair Marc Morgenstern, Vice Chair Lucien Plauzoles, Boardmember Naomi Seligman, and Boardmember Kathleen Sheldon</p> <p>ABSENT: Boardmember Arlene Hopkins</p> <p>ALSO PRESENT: Patty Wong, Director of Library Services; Rachel Foyt, Senior Administrative Analyst; Susan Lamb, Principal Librarian for Reference Services; Kathy Lo, Librarian III Reference Services; Lenore St. John, Youth and Family Coordinator; Erica Cuyugan, Assistant City Librarian; Lynnette Lawetzki, Library Services Officer</p>
Public Input	No report.
Approval of Minutes of the Library Board Meetings of February 7, 2019	<p>Motion by Vice Chair Lucien Plauzoles, seconded by Boardmember Kathleen Sheldon to approve the minutes of the Library Board meeting of February 7, 2019. The motion was approved by the following vote:</p> <p>AYES: Chair Marc Morgenstern, Vice Chair Lucien Plauzoles, and Boardmember Kathleen Sheldon</p> <p>NOES: None</p> <p>ABSTAINING: None</p> <p>ABSENT: Boardmember Arlene Hopkins and Boardmember Naomi Seligman</p>
Follow up from Library Staff on Circulation of Magazines at the Main and Branch Libraries	Susan Lamb Principal Librarian for Reference Services reported to the Library Board on the Periodicals Committee's discussion and recommendation on the circulation of magazines at the Main and Branch Libraries.

Ms. Lamb reported that based on circulation practices, circulation data, current circulation limits of magazines, as well as a survey and feedback from members of the community the recommendation from the Periodicals' Committee was to continue allowing current month magazines to circulate at the Branch Libraries but not at the Main Library. Ms. Lamb will reach out to Library patron Karen Rybek to discuss options for reserving periodicals such as placing holds on magazines and utilizing will call at the Library.

The Board thanked the Library staff for the thorough process.

Boardmember Naomi Seligman arrived at 7:08 p.m.

**Introduction of New Staff Member
Lenore St. John,
Youth & Family Services
Coordinator**

The Board met new staff member Lenore St. John, Youth & Family Services Coordinator.

**Update from Youth Services Staff
Regarding the 2019 Summer Reading Program and 2018 Summer Reading Program Results**

Lenore St. John, Youth & Family Services Coordinator reported on the 2019 Summer Reading Program and 2018 Summer Reading Program results. The 2019 Summer Reading Program kicks off on Saturday, June 15, 2019, with a series of events for all ages that reflects this year's theme, *A Universe of Stories*.

Kids, Teens and Adults can join the Library's *A Universe of Stories* Summer Reading Program. The Library offers the Baby & Me Club (birth to 17 months), Read To Me Club (2 to 5 years), Independent Readers Club (kindergarten to grade 5), Teen Club (grades 6 to 12), and Adult Summer Reading for ages 18 and up.

Participants of all ages earn prizes for time spent reading, listening to audiobooks, or reading to others and can enjoy a range of free activities and performances. Participants sign up at any Library location beginning June 15. The Summer Reading Program runs through August 24, 2019.

Ms. St. John reported on the results of the 2018 Summer Reading Program. She distributed an infographic of 2018 statistics. The 2018 program has the highest ever total completion rate of 43%. 219 systemwide programs were held for 8,703 children, families and teens. 2,443,800 minutes were read.

Update on Library Safety and Security – Erica Cuyugan, Assistant City Librarian – Review of quarterly statistics

Erica Cuyugan, Assistant City Librarian updated the Library Board on Library safety and security over the last quarter November 2018 – January 2019. Ms. Cuyugan shared examples through SamoStat of how data on homelessness is connected across City departments and used to inform decisions.

The Library Services Officers began working with a new software called Trackforce to more consistently track incidents and collect data for analysis.

Stacy Allen, The People Concern, Community Outreach Specialist helps connect people to the services they need in order to get them ready for case management. Types of services include:

- ID Vouchers
- Birth Certificates
- Mail Agreements
- Housing Services
- Transportation and other Services
(Includes Library tokens to use internet for job or application needs)

Recent Library successes include; an increase in participants at the Library Arts Brigade (art-based programming), the 2019 Library Card Design Contest, *Libraries are for Everyone* with art submitted by people experiencing homelessness, and additional Library Services Officer resources.

Lynette Lawetzki, Library Services Officer shared with the Board her experiences working with Library patrons.

Secretary's Report

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

- Performance based budgeting and budget priorities
- New staffer Delia Galan joined Public Services as a Librarian I
- Recruitment of the social worker moving forward. Interviews for the as needed social worker were held in February. The finalist interviews will be held in mid-March.
- Let's Read with Gleam – new program with Mayor Gleam Davis around reading and literacy
- The City is working with Praesidium to review current youth programs throughout the City
- The Library and the Santa Monica History Museum are hosting a joint photography exhibit, *Light & Shadow: Capturing Early Santa Monica History*.

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

The Board focused their discussion on promotion and communication. The Board considered the suggestions of creating a speaker's series for City Councilmembers relating to ongoing City topics and organizing a meet and greet with Mayor Davis either before or after the *Let's Read with Gleam* program. The Board asked to agenda discussion of outreach to City Council for its next meeting.

Discussion of Eliminating Fines for Overdue Library Material to Improve Access to Santa Monica Public Library

The Library Board discussed the possibility of broadening the elimination of fines at Santa Monica Public Library to include adult patrons' overdue library materials. At the 2019 American Library Association (ALA) Midwinter meeting ALA passed a resolution that "...asserts that imposition of monetary library fines creates a barrier to the provision of library and information services."; and encourages libraries to "actively move towards eliminating them".

The Board directed staff to explore the removal of Library fines for adult patrons and investigate the number of library cards that are blocked, the financial impacts including the loss of materials and the loss of revenue.

**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**

Vice Chair Lucien Plauzoles reported that he held a lunch for new librarians and staff going to library school.

Boardmember Naomi Seligman reported that she checked in with Pico Branch staff and noted that higher levels of staffing are needed on festival days.

Chair Marc Morgenstern reported on his conversation with Karen Reitz, Branch Manager of Ocean Park Branch regarding the planning of the 100th Anniversary finale event planned for March 23, 2019 from 2:00 – 4:00 pm.

**Future Agenda
Items**

The following items will be included on future agendas:

- Discussion of removal of Library fines and review information from staff on number of blocked cards and financial impacts
- Goal discussion on outreach to City Council
- Report from Naomi Seligman on the Library Foundation of Santa Monica
- Closed session to discuss the Library budget and related human resources issues
- Due to a lack of quorum the April 4, 2019 Library Board meeting was cancelled, and a special Board meeting was scheduled for April 11, 2019

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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