Minutes of the Special Meeting of May 2, 2019
To Be Approved

Call to Order
Chair, Marc Morgenstern, called a special meeting of the Santa Monica Library Board to order at 7:10 p.m., Thursday, May 2, 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; Greco Venegas, Principal Librarian of Information Management; and Joe Mets, Library Patron

Public Input
None

Approval of Minutes of the Library Board Meetings of March 7, 2019 and April 11, 2019
Motion by Chair Marc Morgenstern, seconded by Vice Chair Lucien Plauzoles to approve the minutes of the Library Board meeting of March 7, 2019. The motion was approved by the following vote:

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

NOES: None

ABSTAINING: Boardmember Arlene Hopkins

ABSENT: None

Motion by Vice Chair Lucien Plauzoles, seconded by Boardmember Naomi Seligman to approve the minutes of the Library Board meeting of April 11, 2019. The motion was approved by the following vote:

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

NOES: None
ABSTAINING: Boardmember Arlene Hopkins

ABSENT: None

Patty Wong, Director of Library Services, highlighted information from the secretary’s report:

- Library staff are looking at reducing the as-needed staffing budget and cross-training staff to allow for flexibility in staffing
- In order to increase customer service assistance and improve safety on the second floor at the Main Library plans are moving forward to consolidate the Periodicals and Computer Commons service desks
- Library staff are beginning a discussion about centralizing the Library staffing schedule
- The Fairview Branch is scheduled to close for two weeks in June for replacement of the windows
- The Library in coordination with Office of Emergency Management will complete the installation an early earthquake warning system at the Main Library in June
- Exterior painting of Pico Branch has been completed; sail canopies at Pico Branch are scheduled to be replaced
- Library Boardmembers are invited to attend the Facilities Master Plan interviews scheduled for May 7th at 9:00 AM, 11:00 AM, and 1:30 PM
- A Library Staff Advisory Committee is being organized to engage staff in the classification study process and help advise Segal Waters
- Library staff have formed an Equity Think Tank and the committee has identified the topic of Implicit Bias for Library Staff In-Service Day on November 11, 2019

At the April 30, 2019 City Council meeting Council discussed the strategic budget direction for the fiscal year 2019/21 proposed biennial budget:

- Council reviewed the background for a long-term strategy for maintaining fiscal balance over the next six years, including a plan to eliminate the City’s unfunded pension liability in 13 years;
- Council reviewed the outline of the fiscal year 2019-21 Budget, including proposed efficiencies and program changes and mid-term proposals for making an additional $1.5 million in savings in the second year; and
- Council reviewed the strategy for reshaping traditional government services to create a government that works better and costs

Chair Marc Morgenstern encouraged the Board to attend the June 5, 2019 City Council budget study session. Chair Morgenstern will create Library budget bullet points for the Board.

Grego Venegas, Principal Librarian-Information Management, presented on Patron Experience through Sisense, a tool connected to Polaris that helps to visualize Library data by organizing it into three categories (Circulation, Materials, and Patron) which can then be used to discover circulation of materials, patron demographics and patron patterns.
Greco Venegas,
Principal Librarian
for Information
Management of the
Library’s statistics
using Sisense, the
City’s business
intelligence tool.
Dashboards have
been designed to
provide staff a
better understanding of
data around Library
services and the
ability to make
better data-driven
decisions.

• Circulation:
  o Shows circulation data on a daily, monthly, and yearly basis.
  1.24M circulation in fiscal year 2018-19
  o Staff can import data from other Library data sources to see
    how the data connects
  o The City is moving towards a data-based view of making data
    driven decisions
  o For example; Montana Ave. Branch has the highest
    circulation rate but has the least number of Pages, so data
    helps with resource allocation
  o The Library Board suggested that staff look at benchmarks for
    Library cardholders in cities similar in composition to Santa
    Monica
  o The Library Board suggested using date to discover what
    patrons are interested in and how patrons are using the
    library

Library Board
Working Group
Report – Report
from Boardmember
Naomi Seligman on
the Library
Foundation of
Santa Monica

Boardmember Naomi Seligman reported on the Library Foundation of Santa
Monica. A search for a fundraiser needs to be conducted, as the person
initially identified to do fundraising is no longer available.

Discussion of
Library Board
Development and
Recruitment of New
Boardmembers

Chair Marc Morgenstern reported that he reached out to the Library Board
applicants. He asked the Board to do outreach to generate interest in the
open Library Board seats.

The Board discussed the need for better training for Library staff around
safety and security.

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

Patty Wong, Director of Library Services reported on the following Library
programs:

• The Fake News program was a success with 67 attendees. It is first in a
  series of Library programs, in a collaboration with the L.A. County Law
  Library.
• This year’s Santa Monica Reads selection is The Hate You Give by Angie
  Thomas. Angie Thomas’s debut novel examines the complexities of race
  in America through a lens of social justice.
• The Library will have 16 programs in June for SaMo Pride Month
  highlighting LGBTQIA.

Future Agenda
Items:

Future agenda items, per Chair Marc Morgenstern:
• Joint meeting with the Friends of the Santa Monica Public Library
• New Staff Member Ilene Miner, Social Worker
- June Board meeting is at the Ocean Park Branch. Report from Karen Reitz, Branch Manager

**Adjournment**

Chair Marc Morgenstern adjourned the meeting at 8:42 pm.

Attest: 

Approved: 

Patricia Wong

Marc Morgenstern

Library Director  

Library Board Chair

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