



CITY OF SANTA MONICA LIBRARY BOARD

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

Secretary's Report:

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

Update on Library Budget

- Library staff are looking at reducing the as-needed staffing budget and cross-training staff to allow for flexibility in staffing

Update on Library Services and Programs

- 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

Update on Library Staffing Recruitment

- Library staff are beginning a discussion about centralizing the Library staffing schedule

Update on Library Facilities and Equipment

- 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

Update on Safety and Security

- 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

Discussion of the April 30, 2019 City Council Budget Preview Meeting - Where is the budget in the process? Library Board outreach regarding the Library's budget.

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.

Library Board Discussion of 2018-19 Library Board Goals

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.

Patron Experience: A review from

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

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

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

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

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

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.