

# SANTA MONICA PUBLIC LIBRARY BOARD



## Minutes of the Regular Meeting of August 1, 2019 To Be Approved

<b>Call to Order</b>	A meeting of the Library Board was called to order by Chairperson, Lucien Plauzoles, at 7:06 p.m., Thursday, August 1, 2019 at the Main Library, Administrative Conference Room, 601 Santa Monica Blvd., Santa Monica.
<b>Roll Call</b>	<p><b>PRESENT:</b> Vice Chair Lucien Plauzoles, Boardmember Arlene Hopkins, and Boardmember Naomi Seligman</p> <p>New Library Boardmembers to be sworn in: Marcia Ferreira and Michael Klein.</p> <p><b>ABSENT:</b> None</p> <p><b>ALSO PRESENT:</b> Patty Wong, Director of Library Services; Erica Cuyugan, Assistant City Librarian; Priscilla Bouvet Executive Administrative Assistant; Erick P., patron; and Bill L., patron</p>
<b>Public Input</b>	<p>Bill L., patron, provided positive feedback for the community reading program Santa Monica Reads, the selected title "<i>The Hate U Give</i>" by Angie Thomas, and the discussions taking place.</p> <p>Michael Klein arrived 7:09 p.m.</p>
<b>Approval of the Library Board Minutes of June 6, 2019</b>	<p>Vice Chair Lucien Plauzoles moved the approval of the Library Board minutes of June 6, 2019 up in the order of the agenda.</p> <p>Motion by Boardmember Arlene Hopkins, seconded by Boardmember Naomi Seligman, to approve the minutes of the Library Board meeting of June 6, 2019. The motion was approved by the following vote:</p> <p>AYES: Boardmember Arlene Hopkins, Vice Chair Lu Plauzoles, and Boardmember Naomi Seligman.</p> <p>NOES: None</p> <p>ABSTAINING: None</p> <p>ABSENT: None</p>
<b>Swearing-In of New Library Boardmember Marcia Ferreira</b>	Marcia Ferreira took the oath or affirmation of allegiance for public officers and was sworn in as a new Library Boardmember.

**Swearing-In of New Library Boardmember Michael Klein**

Michael Klein took the oath or affirmation of allegiance for public officers and was sworn in as a new Library Boardmember.

**Introduction of New Library Boardmembers Marcia Ferreira and Michael Klein**

The Boardmembers introduced themselves and shared their backgrounds.

**Library Board Elections – Nominations & Elections for Chair and Vice Chair of the Library Board**

Motion by Boardmember Arlene Hopkins, seconded by Boardmember Naomi Seligman, to nominate Vice Chair Lucien Plauzoles for Library Board Chair was approved by the following vote:

AYES: Boardmember Marcia Ferreira, Boardmember Arlene Hopkins, Boardmember Michael Klein, Vice Chair Lucien Plauzoles, and Boardmember Naomi Seligman

NOES: None

ABSTAINING: None

ABSENT: None

Motion by Chair Lucien Plauzoles, seconded by Boardmember Naomi Seligman, to nominate Boardmember Arlene Hopkins for Library Board Vice Chair. The motion was approved by the following vote:

AYES: Boardmember Marcia Ferreira, Boardmember Arlene Hopkins, Boardmember Michael Klein, Chair Lucien Plauzoles, and Boardmember Naomi Seligman.

NOES: None

ABSTAINING: None

ABSENT: None

**Presentation by Patty Wong, Director of Library Services, on Libraries for All Safety and Security Campaign**

Ms. Wong presented on the year-long campaign of communication and action surrounding safety and security. As part of the plan Library staff are working to:

- Make landscaping changes to eliminate areas that promote illegal activities
- Designate public right-of-way areas around the Main Library as Library property which will allow enforcement of the City of Santa Monica Municipal Code and Library Rules of Conduct
- Preserve and secure materials
- Rove with Library Services Officers during peak time
- Greet patrons at the doors
  
- Collaborate with city partners and local non-profits

Erica Cuyugan, Assistant City Librarian provided an update on Safety and Security. Ms. Cuyugan shared the Library's Rules of Conduct and reported that the Library has embarked on a new customer service approach that includes greeting customers at the doors while reminding them of the Rules of Conduct. Ms. Cuyugan highlighted the Library's plans to:

- Expand the role of Library Services Officers
- Ensure enforcement and messaging is welcoming and consistent
- Encourage dialogue with the community and patrons
- Importance of providing a safe environment for patrons and staff
- Ongoing staff training opportunities

**Secretary's Report**

Director Wong highlighted the following from the Secretary's Report:

**Update on Library Budget**

- The Library budget was adopted on June 25, 2019. The 2019-20 budget was reduced by 2.4 percent for the Maintenance of Effort costs and 3 percent in the as-needed budget.
- A Grand Jury report on *The Impact of Homelessness on Public Libraries* was produced by Los Angeles County.

**Update on Library Services & Programs**

154 staff completed the Position Description Questionnaire which has been submitted to the consultants for analysis.

**Update on Library Services & Programs**

The Library Board is invited to Implicit Bias training at Staff In-Service Day on November 11, 2019.

**Update on Library Staffing Recruitment**

An as-needed marketing and communications assistant recruitment is underway. A recruitment of as-needed Library Services Officer is needed.

**Update on Library Facilities and Equipment**

None

**Update on Safety & Security**

Ms. Wong shared a video featuring Sergeant Erika Aklufi of the Santa Monica Police Department Homeless Liaison Program, highlighting the Library's role on homelessness in the city.

**Continuing Discussion of Joint Meeting with the Friends of the Library and Ways the Library Board can be a Partner to the Friends**

Chair Lucien Plauzoles shared that the Friends Board is looking to expand activity beyond the Bookstore and encouraged Library Boardmembers to support the Friends efforts.

Patty Wong, Director of Library Services, shared that the Friends Board meets the second Monday of the month in the Administrative Conference Room at the Main Library. Boardmember Naomi Seligman stepped away at 8:16 p.m. and returned at 8:17 p.m.

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

Library Board goals of Advocacy, Outreach and Partnership; Promotion and Communication; and Patron Experience will be discussed at the September Board meeting.

The Board discussed which Library Branch location they would adopt. Chair Lucien Plauzoles adopted Montana; Vice Chair Arlene Hopkins adopted Ocean Park, Boardmember Naomi Seligman remained at Pico; Boardmember Marcia Ferreira adopted Main; and Boardmember Michael Klein adopted Fairview.

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

Boardmember Naomi Seligman updated the Library Board on the Library Foundation of Santa Monica. She reported on a meeting with a representative from Verizon to establish a relationship and explore the possibility of assisting the Library system with funding.

**Discussion and Review of Nationwide Current Library Trends List Compiled by Library Staff. Library Board Identification of Library Trends of Interest**

Patty Wong, Director of Library Services, presented a list of Library trends and topics prepared by staff. The Board will review and provide feedback on the list. Further discussion will be agendaized for the September Board meeting. Trends of interest to the Board included:

- Work, meeting, and study room spaces
- Ways to market the Library
- Exploration of ways for generating income

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

Boardmembers reported on their attendance at Library programs.

**Future Agenda Items**

Future agenda items include:

- Joint meeting with the Friends of the Santa Monica Public Library
- Next meeting September 4, 2019 at the Montana Ave Branch
- Library Board retreat in either October or November

**What Are You Reading?**

None

**Adjournment**

Chair Lucien Plauzoles adjourned the meeting at 9:00 pm.

Attest:

Approved:

Patty Wong  
City Librarian

Lucien Plauzoles  
Library Board Chair

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