



**CITY OF SANTA MONICA**  
**MINUTES**  
**SANTA MONICA PUBLIC LIBRARY BOARD**

**REGULAR MEETING**  
**THURSDAY, FEBRUARY 6, 2020**  
**MAIN LIBRARY, ADMINISTRATIVE CONFERENCE ROOM,**  
**601 SANTA MONICA BLVD., SANTA MONICA**  
**7:00 PM**

**Call to Order**

Chair Lucien Plauzoles called the meeting to order at 7:01 p.m.

**Roll Call**

The following persons were recorded in attendance by the Recording Secretary:

Present: Chair Lucien Plauzoles, Vice Chair Arlene Hopkins, Boardmember Marcia Ferreira, Board Member John Hart, and Boardmember Michael Klein

Absent: None

Also present: Patty Wong, Director of Library Services; Rachel Foyt, Senior Administrative Analyst; Stephanie Venegas, Council Office Coordinator; Friends of the Santa Monica Public Library Board: Rachel Ginnerty, Chair; Ben Ballard, Recording Secretary; Kent Lewis, Vice Chair

**1. Special Agenda Items:**

- A.** Swearing in and oath of office of new Library Boardmember John Hart.

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

- B.** Welcoming John Hart and introductions of the Library Boardmembers.

The Boardmembers introduced themselves and welcomed Hart.

The agenda was reordered at the request of the Chair.

**5. Continued Items:**

- A.** Item continued from January 9, 2020. Report on the City of Santa Monica Legislative Platform by Stephanie Venegas, Council Office Coordinator

Stephanie Venegas, Council Office Coordinator discussed her role and responsibilities.

Venegas' responsibilities include supporting the Mayor and City Council by organizing travel itinerary, overseeing discretionary funds, and as the staff liaison to the Federal, State and local

County governments. She acts as the City's representative and manages contracts with lobbyists in Sacramento and Washington D.C. to carry out the Council's policy priorities.

City Council's top six framework priorities are: affordability, reducing homelessness, climate change, keeping neighborhoods safe, enhancing mobility and access, and engaged and thriving community. The Library goals most closely align with engaged and thriving community.

On the Federal platform Venegas' focuses on three of the six framework priorities; reducing homelessness, climate change, and affordability (including a comprehensive immigration reform).

On the State platform, Santa Monica supports legislation and resources to enhance the quality of life for residents, support funding for education, childcare, mental health and wellbeing, and city libraries.

## **1. Special Agenda Items:**

- C.** Discussion with the Friends of the Santa Monica Public Library about how the two boards can better support each other's goals and the Library. Topics for discussion; Joint advocacy; Friends' Board development; growing Friends' membership and volunteers; and fundraising. Tour of the Friends of the Library website and Bookstore.

Ginnerty reported the Friends of the Santa Monica Public Library are looking to develop their Board and are seeking to grow the Friends' membership. The Friends are attending community events such as SMPL @ the Beach to be visible and recruit members.

Nancy Varat and Dan Stern attended the Library Board meeting on behalf of the Friends Bookstore Volunteers. Varat led a tour of the Bookstore and explained the process and shelf life of donated material that comes into the store. The Bookstore has the goal of raising \$100,000 annually to support Library programs and services.

Ginnerty reported one of the Friends goals is to expand the Library's ability to do more by recruiting volunteers to help at programs and events. The Friends currently have open volunteer positions available for Volunteer Recruiter, Volunteer Trainer, Volunteer Development, Volunteer Appreciation Chair, and a Communications Chair to increase Friend's awareness through social media, posters, and flyers.

Hopkins recommended the Friends' investigate programs at Santa Monica College and UCLA's school of Information Science.

Library Boardmembers explained their goals and responsibilities which include becoming the community's spokes people, checking in with their adopted branches and supporting the Library staff and Library budget. Staff and Board both work together to improve the Library experience and environment.

## **2. Reports of Staff Liaisons/Members**

- A.** Secretary's Report, Patty Wong, Director of Library Services
  - a. Update on Library Budget

- b. Update on Library Services and Programs
- c. Update on Library Staffing Recruitment
- d. Update on Library Facilities and Equipment
- e. Update on Safety and Security

Director Wong highlighted items from her Secretary's Report:

Group 4 the vendor selected for the facilities master plan is requesting feedback and input on May 18/19, 2020.

Due to budgets cuts the Library is not filling open positions. The only position that will be filled is the Librarian I in Youth Services.

Wong encouraged Library Board to attend the State of the City address as an opportunity to listen to the Mayor's priorities for the city.

Combination of the Circulation and Information Desks in the lobby at the Main Library was discussed.

Safety and security signage is complete and erected at the Main Library. The signage allows SMPD to enforce the Library Rules of Conduct around the perimeter of the building.

The Fairview Branch windows and doors are complete.

- B.** Reports from Boardmembers on their attendance at Library programs, visits to their adopted Branch, or on conversations with the community.

No report.

### **3. Public Input:**

Public input is permitted only on items not on the agenda that are within the subject matter jurisdiction of the body. State law prohibits the body from taking any action on items not listed on the agenda, including issues raised under this agenda item.

No report.

### **4. Approval of Minutes:**

- A.** Staff recommends that the Library Board approve the minutes of the January 9, 2020 Special Library Board meeting.

### **MOTION**

Klein moved and Ferreira seconded a motion to approve the minutes of the special Library Board meeting of January 9, 2020. The motion carried unanimously.

### **5. Continued Items:**

- B. Item continued from January 9, 2020. Discussion of Future Library Trends – Library of Things, Data Everywhere, and Diversity of Materials and Formats

Wong discussed future library trends including Santa Monica Public Library’s library of things. The library of things includes a DIY Sustainable Toolkit created by the Library and Office of sustainability allow Library card holders to check out a kit to help reduce energy and water use at home. The Seed Library at Fairview Branch has produced gardens. Living Libraries allows card holders to “check out” people to have conversations. Reading to Go is a program that gives users an opportunity to have story time at home (available in English and Spanish).

**6. Future Agenda Items:**

- A. March – Invitation to Gary Carter, Community Broadband Manager, Information Systems and Greco Venegas, Principal Librarian for Information Management to attend a future board meeting
- B. March – Discussion of Library Board ideas for facility improvements, maintenance, and additional facilities (e.g. Santa Monica Airport) in line with the Facilities Master Plan
- C. Project plan to digitize Library’s historic collection, strengthen the Library’s historic collection and preservation for future Board meeting; Ability to collect films and home movies
- D. Discussion of net neutrality – Internet service providers should treat all content equally. They should not be able to “fast lane” some data while blocking or discriminating against another material
- E. Invitation to Tim Dodd, Chief Performance Officer, to share with the Board about the City of Santa Monica Framework
- F. Continued from Library Board Meeting December 5, 2019. Board discussion of the 2020/2021 goals – Library Board as communicators for the Library to all identifiable communities, agencies, officeholders, non-governmental organizations, and volunteer groups. Discussion of identified target groups, officials, and agencies to whom the messages of the Library can be taken.
- G. Invitation to Kathleen Rawson, CEO of Downtown Santa Monica Inc., to address the Board on Promenade 3.0.

**Adjournment**

Chair Lucien Plauzoles adjourned the meeting at 9:00 p.m.

ATTEST:

APPROVED:

Patricia Wong  
Director of Library Services

Lucien Plauzoles  
Library Board Chair

**STANDARDS OF BEHAVIOR THAT PROMOTE CIVILITY AT ALL PUBLIC MEETINGS:**

- Treat everyone courteously;
- Listen to others respectfully;
- Exercise self-control;
- Give open-minded consideration to all viewpoints;
- Focus on the issues and avoid personalizing debate;
- Embrace respectful disagreement and dissent as democratic rights, inherent components of an inclusive public process, and tools for forging sound decisions

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Any person wishing to speak to the Library Board may do so under "Public Input," or to address an agenda item by first presenting their name, address and/or affiliation with an organization if any. All remarks shall be addressed to the Library Board as a body, and not to any one member thereof. All persons shall be given three minutes to make a presentation.

**This agenda is subject to change up to 72 hours prior to a regular meeting and 24 hours prior to a special. Please check the agenda for prior to the meeting for changes.**

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