



**MINUTES  
SPECIAL MEETING OF THE  
SANTA MONICA PUBLIC LIBRARY BOARD  
THURSDAY, JULY 9, 2020  
7:00PM**

**SPECIAL MEETING VIA  
TELECONFERENCE PURSUANT TO  
EXECUTIVE ORDER N-29-20 ISSUED BY,  
GOVERNOR GAVIN NEWSOM**

**Call to Order**

Chair Lucien Plauzoles called the meeting to order at 7:06 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, Boardmember Michael Klein (Klein joined at 7:14 p.m.) and Boardmember John Hart

Also present: Director of Library Services, Patty Wong; Rachel Foyt, Senior Administrative Analyst; Greco Venegas, Principal Librarian for Information Management Division; Susan Lamb, Principal Librarian for Reference Services; Kathy Lo, Librarian II, Reference Services; Erica Cuyugan, Assistant City Librarian; Norma Angel, Senior Administrative Analyst

(This is a special Library Board meeting. Public comment is restricted to only items listed on the agenda.)

**1. Closed Session:**

**1.A. Reduction in Library Staffing.**

Plauzoles reported from the closed session that the Library Board will write a letter to the Mayor, the City Council, and Acting City Manager, Lane Dilg expressing their outrage over the size of the cuts to the Library's budget. The Library Board was unable to meet due to COVID-19 restrictions. The Board was unable to effectively express their concerns to Council during the May and June budget meetings. The cuts have devastating impacts

on the community, young people, lifelong learning, people of color, and seniors. The cuts to Library operating hours were especially noted as being of serious concern.

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

- A. Secretary's Report, Patty Wong, Director of Library Services**
  - a. Update on City of Santa Monica and Library Budgets
  - b. Update on Library Operations
  - c. Update on Library Partnerships
  - d. Update on Library Safety and Security

The Library plans to share a statement written by Library staff with the community identifying the Library's commitment to racial equity and highlighting the resources the Library maintains about social justice and race.

Wong reported that in addition to cuts to the Library's operating budget the Library lost \$853,000 in project funding through the City's Capital Improvement Project (CIP) budget. Included in that funding are the following projects:

- Replacement of the Library's Integrated Library System
- Purchase and installation of security cameras at the Main and the Branch Libraries
- Purchase of an Automated Materials Handling System for the Main Library
- Library Facilities Masterplan

Due to staffing and budget cuts the Library's focus will be on a new way to provide service. There are only enough staff to provide a single shift instead of two shifts. Propose opening three of the five Library facilities for a fewer number of service hours:

- Main Library: Monday-Thursday Noon-8:00 p.m. and Saturday 10:00 a.m.-5:00 p.m.
- Pico Branch: Tuesday-Thursday Noon-8:00 p.m. and Friday/Saturday 10:00 a.m.-5:00 p.m.
- Montana Branch: Monday and Wednesday Noon-8:00 p.m.

Wong asked the Board to endorse the proposed hours of operations and focus on rebuilding services.

The Library's operating budget went from \$2.6 million to \$1,814,955 a reduction of \$692,536 in supplies and expenses. The materials budget went from \$546,000 to \$263,000. An adjustment was made to the ematerials budget increasing it \$75,000 because of the demand for ematerial.

Wong discussed safety and security. Staff are looking at making some amendments to the Rules of Conduct and will be considering physical distancing requirements, personal protective equipment (PPE) for the public, restrictions on number of materials per person, restroom use, and restrictions on number of people entering the building.

Board discussion followed.

### **3. Approval of Minutes:**

- A. Staff recommends that the Library Board approve the minutes of the March 5, 2020 Regular Library Board meeting.

#### **MOTION**

Ferreira moved and Vice Chair Hopkins seconded a motion to approve the minutes of the regular Library Board meeting of March 5, 2020. The motion carried unanimously.

### **4. New Business:**

- A. Endorsement of the Black Lives Matter statement drafted by Library Staff. The statement recognizes and acknowledges the systemic antiblack racism that pervades our nation and institutions and creates a framework on which the Library shapes policies and actions that contribute to a society in which every individual can realize their full potential.

Public comment was received for Item 4.A.

Motion by Chair Plauzoles, seconded by Hart, endorse the Black Lives Matter statement drafted by Library Staff. The motion failed to carry by the following vote:

AYES: Chair Plauzoles, Hart

NOES: None

ABSTAINING: Ferreira, Vice Chair Hopkins, and Klein

ABSENT: None

Plauzoles stated that the Board would like to see edits to the ideas in the statement making them stronger and to the language in the statement before endorsing it.

- B. Endorsement of the reduction of Santa Monica Public Library hours of operation and rebuilding Library service. Proposed service hours:
  - Main Library: Monday-Thursday Noon-8:00 p.m. and Saturday 10:00 a.m.-5:00 p.m.
  - Pico Branch: Tuesday-Thursday Noon-8:00 p.m. and Friday/Saturday 10:00 a.m.-5:00 p.m.
  - Montana Branch: Monday and Wednesday Noon-8:00 p.m.

Motion by Chair Plauzoles, seconded by Vice Chair Hopkins, to endorse the proposed reduction of Santa Monica Public Library hours of operation:

Main Library: Monday-Thursday Noon-8:00 p.m. and Saturday 10:00 a.m.-5:00 p.m.

Pico Branch: Tuesday-Thursday Noon-8:00 p.m. and Friday/Saturday 10:00 a.m.-5:00 p.m.

Montana Branch: Monday and Wednesday Noon-8:00 p.m.

The motion failed to carry by the following vote:

AYES: None

NOES: Chair Plauzoles, Ferreira, Hart, Vice Chair Hopkins, and Klein

ABSTAINING: None

ABSENT: None

Hopkins wants the Board to draft a letter to the Mayor, City Council, and Acting City Manager, Lane Dilg stating that the Library Board objects to the cuts and the proposed hours and requesting as a Board a meeting with the Acting City Manager.

Motion by Klein, seconded by Vice Chair Hopkins, that the Library Board not endorse the Library's limited hours of operation but accept them as imposed by the budget with reluctance and support a resumption of funding at the earliest possible moment.

The motion carried by the following vote:

AYES: Chair Plauzoles, Ferreira, Vice Chair Hopkins, and Klein

NOES: Hart

ABSTAINING: None

ABSENT: None

Motion by Vice Chair Hopkins, seconded by Klein, to draft a letter to the Mayor, City Council, and Acting City Manager, Lane Dilg stating that the Library Board objects to the budget cuts and the proposed hours of Library operations and the Board requests a meeting with the Acting City Manager.

The motion carried by the following vote:

AYES: Chair Plauzoles, Ferreira, Hart, Vice Chair Hopkins, and Klein

NOES: None

ABSTAINING: None

ABSENT: None

- C. Approve in concept the collection development policy adjustments due to reduced funding through fiscal year 2022. The Library physical materials budget has been impacted by a significant reduction in funding impairing the Library's ability to provide the same amount of new and replacement materials.

Motion by Klein, seconded by Hart, to accept in reluctance, in concept the collection development policy adjustments due to reduced funding through fiscal year 2022

The motion by the following vote:

AYES: Chair Plauzoles, Ferreira, Hart, Vice Chair Hopkins, and Klein

NOES: None

ABSTAINING: None

ABSENT: None

- D. Approve in concept modifications to the Library Rules of Conduct due to precautions needed to reduce the risk of spreading Coronavirus (COVID-19) and ensure customer and staff safety.

Motion by Klein, seconded by Ferreira, to approve in concept modifications to the Library Rules of Conduct due to precautions needed to reduce the risk of spreading Coronavirus (COVID-19) and ensure customer and staff safety

The motion by the following vote:

AYES: Chair Plauzoles, Ferreira, Hart, Vice Chair Hopkins, and Klein

NOES: None

ABSTAINING: None

ABSENT: None

## **5. Future Agenda Items:**

- A. Invitation to Gary Carter, Community Broadband Manager, Information Systems to attend a future board meeting
- B. 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
- C. 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
- D. 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.

- E. Invitation to Kathleen Rawson, CEO of Downtown Santa Monica, Inc. to address board on Promenade 3.0.

The next Library Board meeting is Thursday, August 6, 2020.

The Library Board elections for Chair and Vice Chair will be on the August 6, 2020 agenda.

### **Adjournment**

Chair Lucien Plauzoles adjourned the meeting at 9:12 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.**

Administration Office, Santa Monica Public Library  
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