



**MINUTES
SPECIAL MEETING OF THE
SANTA MONICA PUBLIC LIBRARY BOARD
THURSDAY, AUGUST 6, 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, 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; Erica Cuyugan, Assistant City Librarian; Priscilla Bouvet, Executive Administrative Assistant

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

1. 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

Report from Director Wong.

The mailer for Measure SM has gone out. Measure SM is to protect essential services including addressing homelessness, cleaning beaches/parks, public safety/fire/emergency response, protections for tenants and seniors, supporting libraries, small business recovery, food for the hungry, and after-school/ mental health services for youth. If the measure passes the City of Santa Monica would increase the one-time real estate transfer tax paid on each sale of property for \$5 million or more by \$3.00 per \$1,000 of sales price, exempting affordable housing projects, providing \$3 million annually for local services.

Staff are working to rebuild the Santa Monica Public Library system. To begin with staff are prioritizing projects for the community and identify staffing. Services to patrons, such as, curbside service and those services that support curbside services (circulation, shelving, placing items on reserve, ordering and processing materials, communication, and answering questions) are the priority for the next six to twelve months.

The Library facilities cannot return to reopening status until the cases of COVID-19 decrease. However, staff are working to expand curbside services by shifting from an appointment-based model to a walk-up service. Pico Branch began offering curbside service on Wednesday, August 5.

On Saturday August 15, from 11:00 am to 3:00 pm patrons who have received a notice that their items are ready for pickup can drop in to get their materials. No appointment necessary.

The Montana Ave. Branch will be tented for termites.

The HVAC at the Ocean Park Branch is failing and needs replacement. The estimated cost is \$110,000.

Grab and go kits from the Library are bringing extracurricular materials to engage students in the Virginia Ave. Park, Police Activities League, and CREST summer program.

Library staff is working with the City Attorney's Office on modifying the operating agreement with the Friends of the Library so the Friends can operate on any Library property in the City. This change would allow the Friends to hold book sales or Friends operations at the Branch locations in addition to the Main Library.

Ferreira stated that the Library facilities and facility hours are listed as open on the Library website. Staff will correct the hours.

Wong stated that the Library is in the second year of the two-year budget cycle 2019/20 - 2020/21. The budget prediction by the City Finance Director is that the budget will remain the same for fiscal year 2021/22.

2. Approval of Minutes:

- A. Staff recommends that the Library Board approve the minutes of the July 9, 2020 Regular Library Board meeting.

MOTION

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

3. New Business:

- A. Nominations and Election for Library Board Chair for the period of August 2020 – July 2021.

Motion by Chair Plauzoles, seconded by Vice Chair Hopkins, nominating Plauzoles for the Library Board Chair for the period of August 2020 – July 2021. The motion carried by the following vote:

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

NOES: None

ABSTAINING: None

ABSENT: None

- B. Nominations and Election for Library Board Vice Chair for the period of August 2020 – July 2021.

Motion by Chair Plauzoles, seconded by Klein, nominating Hopkins for the Library Board Vice Chair for the period of August 2020 – July 2021. The motion carried by the following vote:

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

NOES: None

ABSTAINING: None

ABSENT: None

- C. Approval of draft Library Board letters to Acting City Manager, Lane Dilg and Mayor McKeown and City Council.

Board discussion. Klein suggested acknowledging the City's financial difficulties in the beginning of the letter. Hopkins suggested using a word other than outrage. Plauzoles suggested "deep concern and sorrow". Hopkins suggested using the language of moving the Library forward.

Motion by Vice Chair Hopkins, seconded by Klein, to approve both letters with the recommended changes from the Board. The motion carried by the following vote:

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

NOES: None

ABSTAINING: None

ABSENT: None

- D. Approve in concept collection development policy refinements that are based on budget reductions 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.

Public comment about this item. The Board stated that the issues in the public comment are outside the purview of the Board.

Ferreira and Hopkins encouraged more communication with staff, where appropriate include staff in the decisions being made, and to make staff aware of what is being proposed.

Cuyugan reported on the collection development procedure refinements.

Motion by Vice Chair Hopkins, seconded by Hart, to approve in concept collection development procedure refinements that are based on budget reductions through fiscal year 2022. The motion carried by the following vote:

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

NOES: None

ABSTAINING: None

ABSENT: None

4. 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 Board prioritized future Library Board agenda items.

For the September 3, 2020 meeting staff will share an update on the Library Rules of Conduct and the Board will be asked to approve an outline of the changes needed due to precautions related to the Coronavirus (COVID-19) and ensuring customer and staff safety.

Are potential uses for the vacant Library facilities being explored?

What is the Library planning around learning? Lenore St. John, Youth and Family Coordinator and Cecilia Tovar, Principal Librarian for Public Services will be invited to attend a future meeting.

Chair Plauzoles and Vice Chair Hopkins will work together on information for an item on the October 1, 2020 meeting. Gary Carter Community Broadband Manager, Information Systems and Joseph Cevetello, Chief Information Officer will be invited to attend.

The next Library Board meeting is Thursday, September 3, 2020.

Adjournment

Chair Lucien Plauzoles adjourned the meeting at 8:26 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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