

Library Board, Santa Monica Public Library
Director Report
May 2021
May 13, 2021

Citywide:

City facilities and services are scheduled to begin reopening approximately June 21, 2021. The Main Library reopening will take place the first week of June 2021.

As part of the City's new website, the Library has been given a new landing page at www.santamonica.gov. All emails will now end with the domain, santamonica.gov. In addition, the City has launched the new 311 Customer Service system which includes a new online portal, mobile app, and centralized call center. This system will replace the current Santa Monica Works system and public facing app.

On May 25th City staff will be presenting the two-year Budget to City Council.

At the March 13th City Council meeting, Council set its priorities:

1. **Addressing Homelessness:** Prevent housed Santa Monicans from becoming homeless; address the behavioral health needs of vulnerable individuals; advocate for regional capacity to address homelessness; and maintain access to safe, fun, and healthy open spaces.
2. **Clean and Safe Santa Monica:** Create an atmosphere marked by clean and safe public spaces and neighborhoods.
3. **Equitable and Inclusive Economic Recovery:** Cultivate equitable and inclusive economic opportunity and recovery, including access for all community members to educational, employment, and economic resources and opportunities, and create a community where differences in life outcomes cannot be predicted by race, class, gender, disability or other identities.

As part of Library's priorities we will focus on educational, employment, and economic resources through a lens of equity, inclusion, and diversity.

Santa Monica Public Library Operations:

Curbside service continues to be an essential service for many during the COVID-19 pandemic with checkouts in April totaling 35,543 including renewals (Main Library 19,254; Montana Branch 5,677; and Pico Branch 10,608).

The **Library Integrated Library System migration project** has kicked off with an initial meeting with SirsiDynix. The project will take approximately 4 months to complete and will involve several technical processes and include training for all staff.

Facilities

Reopening

In April, the LA County Department of Public Health cleared libraries to reopen at 50%. For Santa Monica this means reopening at 50% of services. The Library plans to sequence its reopening of buildings in consideration of staff and patron safety, beginning with the Main Library on June 1st, followed by Ocean Park Branch in July under the self-service model and Pico and Montana Branches will reopen early fall.

As of May 6, 2021, LA County entered the Yellow Tier. Staff are evaluating the new Tier guidelines with regard to in-person library services beginning in June. Changes to the Library normal operations will take place in order to place safety first. Staff and patron safety is still the utmost importance, so while the Yellow Tier is more permissive, we are still using masks, we are still adhering to physical distancing. Conversations with Public Works have begun about cleaning and sanitation needs. Spaces at Main are being reworked to accommodate physical distancing and make it easy for the community to pick up holds, browse the collection, and check out materials. In-person services offered at Main include browsing the Youth Services and Adult collections on the first floor, access to public computers and the internet, holds pick up, checkout of materials, staff support at circulation, and informational questions answered by a Librarian. Flexibility will be needed as the Library navigates through welcoming people back into its buildings and re-establishing in-person services.

Open + at Ocean Park Branch

Staff continue to work to prepare Ocean Park Branch for the implementation of Open + in July. Configuration of the system and physical installation of equipment has begun. Presentations were made to the Library Board and Ocean Park Association (OPA). OPA had several councilmembers in attendance, including Phil Brock, Gleam Davis and Kevin McKeown. OPA asked several questions including privacy of security cameras and the desire to have the library restaffed when possible, but are excited to have some service available soon.

Programming

Virtual 'Appy Hours' (computer classes) are back! After a year-long hiatus, virtual classes will begin in May, *"Just for Seniors: Virtual 'Appy Hour' Device Workshop* (for Android and Apple/iOS). Advance registration required.

In observance of **Asian American and Pacific Islander Heritage Month** in May, SMPL will be celebrating with the following events:

- **Chinese Paper Cutting with Emmy Lam** is a family program to be held on Tuesday, May 11 from 3:30 p.m. to 4:30 p.m. You can access it via <http://bit.ly/paper> cutsmpl.

Kits with materials needed are available at curbside pickup, while supplies last, starting Monday, April 26. It is geared for ages 7-11.

- **Beginner's Chinese Calligraphy Workshop** for adults to be held on Thursday, May 13 from 6 p.m. to 7 p.m. JoJo Liu teaches traditional Chinese calligraphy basics, including how to hold a brush, write basic strokes, and write while standing. The first 20 registrants will receive a free starter kit including a brush, ink, and paper. Register here: <https://bit.ly/3uijy1y2>.

Santa Monica Reads - Giveaway books of "The Pull of the Stars" by Emma Donoghue will be made available this year.

Reading-2-Go Backpacks- Themed backpacks containing a set of five early literacy books and a CD, DVD, or toy were made available to parents and caregivers to read, play, and interact with their kids while at the same time instill learning. This new, early literacy collection covers a range of parenting topics and popular materials. Literacy begins with sharing language at birth. Parents are their child's first teacher. Speaking, reading, and singing to a child improves language skills and vocabulary, which impacts learning to read and write. Reading-2-Go backpacks can help improve a child's school success by better preparing them for kindergarten. Kits are available in English, Spanish and Amharic. Check out an interview with The Corsair (Santa Monica College News) with our very own Librarian Jennifer Boyce, click [here](#).

SMPL families are loving the Reading-2-Go Backpacks! Such as this child who was able to enjoy the Comida Spanish language kit at the same time his mom was cooking.



Día at SMPL – SMPL will celebrate Dia de los Ninos/Dia de los Libros during the entire month of April, emphasizing the importance of literacy for children of all linguistic and cultural backgrounds. Día is a nationally recognized initiative linking children and families to diverse books, languages, and cultures. SMPL will celebrate with a few events.

Arts & Literacy Festival @ Home. SMPL partnered once again with Virginia Avenue Park and many other organizations to bring Arts & Literacy to our communities homes. Let's go on a Wild Animal Adventure! A morning of family-friendly activities hosted by community organizations, storytime, a live animal show and much more! 131 parents and children attended the event. Library distributed 200 kits before event filled with activities for children to tune and create on the day of event.

Santa Monica Malibu Unified School District: SORA – Service connection between SMPL and SMMUSD has been completing providing access to all SMMUSD students to the Library's Overdrive ebook collection in addition to the school's collection. A press release will be published to inform the community, parents and teachers. In addition, the Library will coordinate a promotional campaign emphasizing our ongoing commitment to education. Plans to extend to private and nonprofit schools should there be no cost to the Library.

Building Blocks for Kindergarten Challenge: a program designed to help parents prepare their children for their transition to elementary school. This challenge was created in collaboration with Cradle to Career, Early Childhood Education Task Force, and Building Blocks for Kindergarten Task Force. Our online Building Block Challenge includes activities and tips to help children practice the social, emotional, behavioral, and intellectual skills key to kindergarten success. Our online platform, Beanstack, engages the young learner in educational activities simple and fun.

Roads to Respect: Keeping Kids Safe – A workshop designed for parents and caregivers of elementary school children focusing on preventing child sexual abuse and help keeping kids safe was coordinated last month. Presented by Kimberly R. White, from the UCLA - Santa Monica Rape Treatment Center.

Take & Make Kits with SMPL continue to be popular. This month celebrates Earth Day.

Librarian Ann Wilson shared an anecdote from her Curbside shift this week:

One of our regular patrons at Main, Christine Brewer, who was at Main in pre-COVID times almost every day tutoring students, came to Curbside and was delighted to pick up an Earth Day kit, as she was about to drop off some books to a young boy who she tutors and who is very isolated. The next day, Christine returned to Curbside for more books, and asked me for another kit. It seems the boy she took the first kit to wanted one of his friends to have a kit, too, so they could do them together over Zoom. We're helping kids stay connected!

Partnerships:

Friends of the Santa Monica Public Library – Online sales continue to be strong and are accessible on the Friends website friendsofsmpl.org under the bookstore tab. In addition, the Friends are exploring areas at the Main Library where a book sale can be held in the summer.

Santa Monica History Museum – Upon reopening, the History Museum will not charge an entry fee when it reopens. They will ask for donations. Reopening hours will not mirror Library hours.

Safety/Health & Security:

In preparation for Reopening, Administration is ordering additional supplies to support staff work (gloves, disinfectant, N95 masks) and the public (disposable masks, hand sanitizer bottles and wipes for computer stations). Library team members conducted several walk-

throughs of the Main library with EOC and City Logistics staff, in order to identify areas for additional signage and equipment to enhance safety within the building.

Staff attended a training with Ryan Dowd on how to handle customers who are not wearing masks. This training will help prepare staff for Phase 2, reopening Main Library indoor services in June. Mr. Dowd reviewed different approaches and ways to ensure compliance and safety for both the public and the staff. In addition, the City has produced strict protocols on requiring masks in City public buildings.

Respectfully submitted,

Patty Wong, Director of Library Services

FY 2021-23 PROPOSED BIENNIAL BUDGET

DEPARTMENTAL SUMMARIES - LIBRARY

LIBRARY

The mission of the Library is to provide resources, services, and a physical and virtual space to encourage the community to read, connect, relax, and learn. The Library supports literacy, lifelong learning, civic engagement, and cultural awareness through the Strategic Plan's four main focus areas: 1) Vibrant Learning Center, 2) Wellbeing Cultivator, 3) Dynamic Third Place, and 4) Community and Cultural Connector. The Library is committed to diversity, equity and inclusion and welcomes all.



DEPARTMENT RESOURCES

EXPENDITURES	2018-19 ACTUAL	2019-20 ACTUAL	2020-21 REVISED BUDGET	2021-22 PROPOSED BUDGET	2022-23 BUDGET PLAN
General Fund					
Salaries and Wages	\$ 10,617,743	\$ 11,341,679	\$ 6,544,715	\$ 6,830,823	\$ 7,017,439
Supplies and Expenses	2,772,571	1,987,933	1,814,955	1,865,859	1,914,850
Subtotal	13,390,314	13,329,612	8,359,670	8,696,682	8,932,289
Miscellaneous Grants Fund					
Supplies and Expenses	35,344	17,242	80,427	58,926	58,926
Subtotal	35,344	17,242	80,427	58,926	58,926
Special Revenue Source Fund					
Supplies and Expenses	-	26,768	83,232	-	-
Subtotal	-	26,768	83,232	-	-
Total All Funds					
Salaries and Wages	10,617,743	11,341,679	6,544,715	6,830,823	7,017,439
Supplies and Expenses	2,807,916	2,031,942	1,978,614	1,924,785	1,973,776
Total Department	\$ 13,425,659	\$ 13,373,621	\$ 8,523,329	\$ 8,755,608	\$ 8,991,215

FY 2021-23 PROPOSED BIENNIAL BUDGET

DEPARTMENTAL SUMMARIES - LIBRARY

PERSONNEL	2018-19 REVISED BUDGET	2019-20 REVISED BUDGET	2020-21 REVISED BUDGET	2021-22 PROPOSED BUDGET	2022-23 BUDGET PLAN
Permanent Employees	73.5	73.5	47.0	48.0	48.0
Temporary Staffing	40.0	38.5	0.8	6.9	6.9
Total Personnel & Staffing	113.5	112.0	47.8	54.9	54.9

TARGETED BUDGET ENHANCEMENTS

FY 2021-22 changes include:

- The addition of 5.0 FTE as-needed Library Pages, 0.55 FTE as-needed Literacy Program Assistant, and 0.55 FTE as-needed Library Services Officer positions to enhance Santa Monica Public Library services, including increasing in-person access to the Main Library, as well as the Montana, Ocean Park, and Pico Branches, and the addition of 1.0 FTE Library Program Specialist – Youth and Family Services to address education equity. The change also includes funding for the annual maintenance of Open+ system and cameras.

SERVICE BY DIVISION

ADMINISTRATION AND BUSINESS SERVICES

The Administration and Business Services Division plans and oversees the operation of the department; coordinates system-wide business services, including HR processes, staff development, and facilities management; develops and disperses the budget; oversees branch facilities and daily operations; handles special projects; directs internal staff communications and engagement; and aligns staff work with the City's and Library's priorities, mission and vision. The division manages system-wide publicity and community relations, staffs the Library Board, assists the Friends of the Santa Monica Public Library, and maintains the safety and security of all Library facilities.



FY 2021-23 PROPOSED BIENNIAL BUDGET

DEPARTMENTAL SUMMARIES - LIBRARY



COLLECTIONS, TECHNOLOGY AND PATRON SERVICES

The Collections, Technology and Patron Services Division supports the Library's strategic goal as a Vibrant Learning Center by coordinating and maintaining collections to help community members learn, improve, and grow. The division includes the following functions: materials selection and acquisitions, cataloging and processing, and Patron Services desk and cardholder account management. The division is also responsible for implementation of the Library's technology initiatives, virtual infrastructure and digital environment, and supports the Library as a virtual Dynamic Third Place.

COMMUNITY ENGAGEMENT AND PROGRAMMING

The Community Engagement and Programming Division addresses the programming needs of youth, families, and adults through innovative programs, activities, and learning experiences. In alignment with the Library's goal as a Vibrant Learning Center, this division produces a variety of literary programs and literacy services for adults and families, coordinates volunteers, and hosts technology and educational classes. The division supports the Library as a Wellbeing Cultivator and Community and Cultural Connector by collaborating with community groups and organizations, working with diverse populations, enhancing relationships with the schools and other youth service providers, and actively engaging with new partners and external resources to support services for all ages.



Addendum
Library Rules of Conduct
Covid-19 Safety Rules
June 2021

WELCOME BACK to the Santa Monica Public Library!

By entering Library grounds, you are agreeing to follow the Library Rules of Conduct and this Addendum and that you are not feeling symptoms of COVID-19 as defined by the CDC. All Library Rules of Conduct and procedures apply.

- Do not enter the Library if you feel sick or have symptoms of COVID-19 or other similar illness.
- Except for children age 2 and under, patrons must wear a mask over the nose and mouth at all times. If patron is unable to wear a mask for medical reasons, the Library staff will try to offer a solution.
- Maintain a 6-foot physical distance from others that are not in your household.
- Wash your hands or use hand sanitizer. Wash your hands with soap and water for at least 20 seconds, especially after going to the bathroom and after blowing your nose, coughing, or sneezing.
- Children must always remain with a parent or caregiver.
- Limit your visit to 30 minutes or less.
- No Eating and drinking in the Library .
- Library seating is not available other than for computer stations.
- Room rentals and group study rooms are not available.

This Addendum also prohibits any other activity that is deemed contrary to public health by the County of Los Angeles Department of Public Health, Centers for Disease Control, by the State of California, or any local, state, or federal law related to the COVID-19 pandemic.

Library staff have the right to ask a person to leave for any violations of City or Library Rules of Conduct, including the rules outlined in this Addendum.

The rules outlined in this Addendum will be in effect until the COVID-19 is no longer a serious health risk.

Boards and Commissions Community Working Work Recommendations

Library Board Feedback as part of April 1, 2021 board meeting

Updated 4/15/2021

ATTACHMENT #1

ITEMS

- 1) Officers should rotate and should serve a one-year term as Chair, in order to promote diversity and provide a leadership opportunity for more members of the community.

Board Feedback:

Three out of five board members were not in support of recommendation and were in agreement that rotation term should be left up to each board and commission to decide.

Majority recommended a two-year term vs. a one-year term to allow time for a learning curve.

Ferreira supported the recommended rotation.

Additional comments:

Recommendation to edit the following text by Hopkins: ~~“provide a leadership opportunity for more members of the community”~~. Noting members are fully sovereign fledged individuals’ exercising their leadership skills, recommendation does not reflect leadership opportunity. Expressed City having long standing oppression by city staff.

AYES: FERREIRA

NOES: HART, PLAUZOLES, KLEIN

ABSTAINING: HOPKINS

- 2) Election of officers shall take place in July after the annual appointments.

Board Feedback:

Four out of five board members supported recommendation.

Plauzoles did not support recommendation noting date is as arbitrary due to history of delays due to summer vacations.

AYES: KLEIN, FERREIRA, HART, HOPKINS

NOES: PLAUZOLES

ABSTAINING: NONE

Boards and Commissions Community Working Work Recommendations

Library Board Feedback as part of April 1, 2021 board meeting

Updated 4/15/2021

ATTACHMENT #1

- 3) Year-end appointments in December shall be moved to June to align with the annual appointments.

Board Feedback:

Recommendation not supported by a consensus, noting that aligning of year-end appointments would leave possible vacancies unfilled for a long period of time. Vacancies should be filled as needed.

AYES: NONE

NOES: PLAUZOLES, FERREIRA, HOPKINS, KLEIN, HART

ABSTAINING: NONE

- 4) A rule should be added to include that all bodies produce an annual board and commission workplan to set priorities for the year and should align with the City department's workplan.

Board Feedback:

Recommendation not supported by a consensus with belief that decision to produce a workplan should be left to each board and commission to decide.

Additional Comments:

Recommendation to edit the following text by Hopkins: "A rule should be added to include that all bodies may produce an annual board and commission workplan to set priorities for the year ~~and should align with the City department's workplan.~~".

Producing a workplan that would be aligned to the City department's workplan is too restricted. Boards and commissions should have an opportunity to share and explore ideas.

Ferreira in support of a workplan if meant to share general ideas but no expectation for a detailed workplan.

Klein expressed workplan would be prepared by staff and not board.

AYES: NONE

NOES: CONSENSUS

Boards and Commissions Community Working Work Recommendations
Library Board Feedback as part of April 1, 2021 board meeting
Updated 4/15/2021

ATTACHMENT #1

ABSTAINING: NONE

5) Required trainings for the year should happen immediately after the appointments in July.

Board Feedback:

Consensus to provide trainings following board appointments, allowing flexibility of time to complete (possible 3-6 month window).

Recommendation to explore multiple training opportunities such as virtual, opportunity to self schedule

Recommendation to edit the following text: "...after the appointments in **July**." Define "**immediately**".

AYES: KLEIN, FERREIRA, HOPKINS, HART, PLAUZOLES

NOES: NONE

ABSTAINING: NONE

6) All Boards, Commissions, and Task Forces should adopt the same order of business on their agendas. If a rule does not apply to a Board, Commission, or Task Force, it should be noted in the agenda.

Board Feedback:

Recommendation not supported. Noting rules of engagement for the Library Board are different than other boards of commissions due to the City Charter.

Hopkins did not support accepting adoption of order across boards and commission as composition may not always work for the Library Board in the future, but did support previous changes to the order of business applied by the Clerk's Office such as allowing for a change in the order of the agenda. With support of Klein, both expressed that the composition should be left to each board and commission.

AYES: FERREIRA, HART, PLAUZOLES

NOES: HOPKINS, KLEIN

ABSTAINING: NONE

Boards and Commissions Community Working Work Recommendations

Library Board Feedback as part of April 1, 2021 board meeting

Updated 4/15/2021

ATTACHMENT #1

- 7) Attendance requirements should be included in the bylaws, they should be consistent, and clarify the rules for what is considered an excused and an unexcused absence.

Board Feedback:

Recommendation not supported by four out of five board members.

Consensus that attendance standards have been set by City Council and therefore was not necessary to duplicate. However, adding a note citing Council's directive or attendance mandate in the bylaws would suffice.

AYES: NONE

NOES: Consensus

ABSTAINING: NONE

- 8) The latest start time for any meeting should be 7:00 p.m.

Board Feedback:

Recommendation not supported by three out of five board members and expressed that it should be left at the discretion of each board and commission.

Hart and Ferreira supported recommendation.

It should be considered that the Library closes at 9pm and would require overtime staffing should meetings go past 9pm, as well as meetings should be at a time where accessible to the public.

Additional Comments:

Boards are capable of setting their own meeting time.

AYES: HART, FERREIRA

NOES: KLEIN, PLAUZOLES, HOPKINS

ABSTAINING: NONE

- 9) Accommodation language should be included in the bylaws template after consultation from the Disabilities Commission.

Boards and Commissions Community Working Work Recommendations

Library Board Feedback as part of April 1, 2021 board meeting

Updated 4/15/2021

ATTACHMENT #1

Board Feedback:

Recommendation not supported by three out five board members as written. Bylaws should defer to the City's standards relating to accommodations as a very complex topic.

Plauzoles and Hart abstained from recommendation.

AYES: NONE

NOES: HOPKINS, KLEIN, FERREIRA

ABSTAINING: PLAUZOLES, HART

- 10) The Task Force on the Environment should have term limits since there are now more people with environmental expertise as opposed to when the task force was originally created. The status of the Task Force on the Environment should change to a permanent commission with the same term limits as other boards and commissions.

Feedback: Not applicable to Library Board

- 11) Consolidate the commissions relating to social services (Commission on the Senior Community, Commission on the Status of Women, Disabilities Commission, and the Social Services Commission), into a singular commission named the Human Services and Equity Commission. Creation of subcommittees or ad hoc committees would alleviate the issue of time constraints, as well as allow more diversity, equity and inclusion of the community to participate in more specific topics.

Feedback: Not applicable to Library Board

- 12) Consider possibly combining the Task Force on the Environment and the Urban Forest Task Force.

Feedback: Not applicable to Library Board

- 13) Term limits shall remain the same allowing members to serve two consecutive terms and may request a third term from the City Council. However, members who term out must wait two years before applying to another board or commission.

Board Feedback:

Boards and Commissions Community Working Work Recommendations

Library Board Feedback as part of April 1, 2021 board meeting

Updated 4/15/2021

ATTACHMENT #1

Recommendation not supported as written by a consensus.

Support “Term limits shall remain the same allowing members to serve two consecutive terms and may request a third term from the City Council”.

Do not support “However, members who term out must wait two years before applying to another board or commission”.

Hart supported recommendation.

AYES: NONE

NOES: FERREIRA, HOPKINS, KLEIN, HART, PLAUZOLES

ABSTAINING: NONE

- 14) Members who have two unexcused absences out of six consecutive meetings shall automatically ~~resign~~ **vacate their seat**. An absence is considered unexcused when a member does not communicate their absence to the Chair or liaison of the body prior to the scheduled meeting. If a member has more than two excused absences, they will receive a warning from the Chair. If another two meetings are missed, then the liaison shall inform the City Clerk’s office, who will then inform the City Council. Special meeting shall not count towards unexcused absences.

Board Feedback:

Recommendation is redundant, please see item# 7.

- 15) Staff liaisons are expected to do the administrative work for Boards and Commission and not intensive research. Instead staff research should be limited to information that the department uniquely has access to and should align with the department’s workplan.

Board Feedback: Not applicable to Library Board

- 16) Budgets for Boards and Commission shall come out of the department’s budget

Board Feedback: Not applicable to Library Board

Boards and Commissions Community Working Work Recommendations

Library Board Feedback as part of April 1, 2021 board meeting

Updated 4/15/2021

ATTACHMENT #1

- 17) A seat shall be added, or if necessary dedicated, to every board and commission for a member between the ages of 18-29, with a one-year term and the possibility of reappointment.

Board Feedback:

Recommendation not supported by a consensus. The Library Board is not able to add a seat without a change to the City Charter (by vote). Preference would be to provide boards and commissions with flexibility and control on how to fill seats. Consideration of the age group noted would be considered including providing full member voting rights regardless of age. For example, the Library Board may have an interest in selecting a youth member of the Library.

AYES: NONE

NOES: CONSENSUS

ABSTAINING: NONE

- 18) Explore all means to enhance diverse representation that reflects the Santa Monica community that includes: 1) Increase the use of social media to reach and encourage community members to get involved. 2) Consider involvement at fairs or booths at festivals, such as COAST, for interested applicants to meet active board and commission members and City Council members to learn more about each board and commission and have an opportunity to build connections.

Board Feedback:

Recommendation supported in concept by four out five board members.

Hart did not support in the area of participating in booths at events.

AYES: KLEIN, FERREIRA, HOPKINS, PLAUZOLES

NOES: HART

ABSTAINING: NONE

- 19) A comprehensive review of all advisory bodies should occur every five years.

Boards and Commissions Community Working Work Recommendations

Library Board Feedback as part of April 1, 2021 board meeting

Updated 4/15/2021

ATTACHMENT #1

Feedback:

Recommendation not supported by four out of five board members. More information would be needed identifying who will conduct comprehensive review including defining advisory bodies. Statement noted as broadly written.

Hart abstained from recommendation.

AYES: NONE

NOES: PLAUZOLES, KLEIN, HOPKINS, FERREIRA

ABSTAINING: HART

20) Consider updating board and commission applications every five years.

Feedback: Not applicable to Library Board

21) Consider training sessions on running meetings, participation during meetings, parliamentary procedure, and other trainings. Such trainings would be for Commissioners but could also be open to general public (members of community groups, non-profit boards, etc.).

Feedback:

Recommendation supported by a consensus, noting trainings should not be mandated. Explore options to have asynchronous trainings using other platforms such as Lynda.com or expert led trainings vs. city staff.

One board member indicated that city led training were deficient and could be done by subject matter experts.

AYES: KLEIN, HART, HOPKINS, FERREIRA, PLAUZOLES

NOES: NONE

ABSTAINING: NONE

22) Definition and differences between Board, Commission and Task Forces.

Feedback:

Boards and Commissions Community Working Work Recommendations

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ATTACHMENT #1

Recommendation supported in concept by four out of five board members. Noting that it would benefit to review and understand the role of each board and commission.

Hopkins did not support recommendation expressing concerns of attempt to reduce boards and commissions and the public engagement process, noting that the City should provide every opportunity available for its community to participate. In addition, the recommendation to have boards and commissions defined by the community.

AYES: PLAUZOLES, FERREIRA, HART, KLEIN

NOES: HOPKINS

ABSTAINING: NONE

23) Consider combining the Urban Forest Task Force with the Task Force on the Environment or creating it as a subcommittee under the Recreation and Parks Commission.

Feedback: Not applicable to Library Board

24) Consider the Architectural Review Board becoming an advisory body of the Planning Commission.

Feedback: Not applicable to Library Board

Additional feedback, remarks and questions:

- Uncomfortable providing comments when draft recommendation was not shared prior to the development of the CWG Recommendations.
- Library Board should not be overseen by city staff as they are reinforced by City Charter
- Reservations of Recommendations as written and process, data analysis would be encouraged to demonstrate transparency.
- Reservations of methodology.
- Multiple references to best practices, what standards are being referenced?
- City Self-Assessment survey (concern with City written survey's)
 - Concerns that City is coming across as not appreciating board member who are volunteers by mandating (solution in search of a problem, not needed)
- Hopeful that attempt made through recommendations will assist boards and commissions process

Boards and Commissions Community Working Work Recommendations

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- Identifying historical problem for each recommendation would have been helpful
- Each group accessed may not have been briefed
- Two board members felt recommendations felt like a solution waiting for problems to happen