

Library Board, Santa Monica Public Library
Secretary's Report
November 2022

Citywide:

Santa Monica will be joining other partners across Los Angeles County for United Against Hate Week on November 13 – 19, bringing awareness about the dangers of hate and the need for respect and civil discourse.

On November 17, the City will be celebrating the opening of the [Sustainable Water Infrastructure Project \(SWIP\)](#) at the Civic Center.

Santa Monica Public Library Operations:

On October 17, the Library held its Staff In-Service Day since 2019. This year staff participated in the Human Library experience, where (human) books covering topics ranging from gender, mental health, family, disability, etc. were available for staff to engage and ask questions. Each session provided a safe space to talk with individuals who otherwise would not normally have an opportunity to have a dialogue.

Operations

Fairview Branch Reopens - On November 1st, the Library expanded its hours and reopened Fairview Branch Library! Over the past couple of months, staff worked hard to prepare and freshen the collection at Fairview Branch. Visitors will enjoy over 2,500 new up-to-date materials that represent the community's education and recreational needs. Preparing Fairview for its reopening was truly a labor of love.

Fairview Branch opened its doors via self-service (Open+) and welcomed 57 individuals on its first day! Self-Service Hours allow users to pick up items on reserve, use the library space, access materials and resources, and use a computer. Library patrons will first have to sign the [Self-Service Hours Application and Agreement](#) (required) and agree to library policies before being granted access to the facility. Once access is granted, patrons will scan their Santa Monica Public Library card at the entrance to gain access to the building. Those patrons who already have self-service access at the Ocean Park Branch do not need to register again. Over a 100 applications are currently being processed for individuals to access Fairview Branch.

The community will have the opportunity to attend an Open House in December to learn more about the self-service model, browse and check-out materials and enjoy both neighborhood branches (Fairview and Ocean Park Branch).

The library is committed to continue rebuilding services and hours as funding is restored and will continue to explore opportunities that will allow more access and bring more programs and services. For more information, on the library's enhanced hours and reopening of Fairview Branch: [Press Release](#).

Programming

Intro to Ukelele program begins on Saturday, November 8. Twenty **Ukelele REDKits** are now available for checkout and each kit includes everything you need to learn about a ukulele. This new collection will company the other 40 REDKits ranging from brain health, gardening, pie baking, technology, mindfulness, and stress relief. Staff have been busy ordering, receiving, cataloging and processing the kits in preparation of Saturday's program.



On September 29, the Santa Monica Public Library resumed its **Literacy Program walk-in tutoring services**. Every Thursday from 1:00pm-3:00pm, Library patrons are able to meet with Library volunteers and staff who provide assistance with basic reading and writing skills, using the internet, filling out online forms, using email, resume writing, and job searches. The program is especially popular with senior patrons, has offered device and computer assistance, assistance with job applications and resume writing and in reading and navigating medical information. Volunteers and staff are able to spend about 20-30 minutes with each individual.

On October 20, **Appy Hour Device** workshops were brought back as part of the Literacy Program and welcomed 6 attendees on its first program. The Literacy Program is off to a successful first month back at the Library!



Literacy Center (Main Library, 2nd floor)



Photos from Family Literacy Night at McKinley Elementary School. A total of 137 books were given away to engage young readers.



LGBTQIA+ History Month - Community members were able to participate in programming celebrating the history and achievements of the LGBTQIA+ community:

- L.A.: A Queer History (2022) film screening documenting how LA came to the forefront of the LFBTQIA+ civil rights movement, following a Q&A opportunity with filmmaker Gregorio Davila. The screening was a success with 20 attendees.
- The library hosted *Going Forward Together* bringing local activists and community members (18 attendees) to discuss activism and local LGBTQIA+ history.
- Teen book discussion of *Cemetery Boys* by Aiden Thomas, a supernatural, coming-of-age novel about a transgender, teenage brujx was joined by City staff from various staff from various departments. Staff gathered at Tongva Park and engaged in a lively discussion about the book

and, as food plays an important role in the book, enjoyed some tasty treats from a local panadería. It was a fantastic selection to celebrate Hispanic Heritage Month and LGBTQIA+ History Month

To celebrate **Hispanic Heritage Month** the library hosted a virtual talk by author Carlos Allende on his new book, “Coffee, Shopping, Murder, Love” and partnered with Orchestra Santa Monica and Community & Cultural Services for a free concert at Virginia Avenue Park (VAP) of compositions by noted Hispanic composers. The concert was a success with more than 40 in attendance.

October was a busy month for **youth and children** at the library. Tuesday Tales storytime has risen in popularity with a recent attendance of 46! Staff also attended the VAP Mini Fall Festival and continue to visit and outreach at schools.



Our Crabsolutely wonderful Library Youth & Family Services staff shellebrates Halloween! Crab-tion this shell-fie! On Halloween, trick-or treaters enjoyed a “treasure chest” of goodies and monster bookmark craft activity.

Resources

California State Library Zip Books Grant - The Library was awarded \$2,690 in grant funds to pilot the Zip Books program. The purpose of the program is to allow patrons to access materials that are not part of the library’s collection without having to wait for the interlibrary loan program. Santa Monica Public Library librarians pride themselves in curating a collection that reflects its community, Zip Books will allow additional access to materials that otherwise are not. Staff will be working to explore the best way to pilot the program in the coming months.

Imagine Santa Monica added three collections to its archives and database resources:

- [WAVES \(We Advocate Visibility, Equality and Strength\)](#) Santa Monica Lesbian and Gay Alliance was founded in 1987 by and for the LGBTQIA+ community in Santa Monica and surrounding areas. The materials illustrate the many accomplishments of the organization. During its active years from 1987 to 1991, WAVES worked to help pass Santa Monica's anti-AIDS discrimination ordinance, raised funds for March on Washington participants, hosted speakers and an AIDS panel discussion, reached out Santa Monica High School, gathered socially and carried banners at the Los Angeles Pride Parade.
- [Seascape](#) – The City’s publication for programs and services is now available for browsing as part of the Library’s digital collection. The collection dates back to 2007!
- [Quinn Research Center](#) - This collection consists of photographs, brochures and programs, newspaper clippings and other ephemera selected from the Quinn Research Center. In 2004, Carolyne Edwards and her husband Bill Edwards founded the Quinn Research Center as a tribute to the legacy of Carolyne's uncle, Dr. Alfred T. Quinn (1922-2003), a prominent Black educator and community leader in the Santa Monica Bay Area. Over several decades, the Edwardses have amassed an eclectic collection of materials that encapsulates a wide range of Black experiences in Santa Monica from the early 1900s to the present, be it the once-vibrant Broadway community, the First African Methodist Episcopal Church, or the community's charity and fraternal organizations.

Over sixty new **VOX Books** have been added to the children's collection at the Main Library, allowing children to listen and read along. A collection of VOX Books was initially piloted at Ocean Park Branch for children and has extended to Main. Throughout the month, Youth librarians worked hard to promote the new collection resulting in almost all books being checked out after just one week!



The adult literacy learners have also been able to utilize the books as a learning tool.

Last month, a variety of **international language materials** were carefully selected and added to the library's collection to enjoy! Languages include: Spanish, Chinese, Farsi, Russian, Japanese, Korean, German, Amharic, and Italian.



Safety and Security

The month of October saw an increase of incidents and banned patrons, including an incident involving a weapon with a threat to harm security staff. Safety and security continue to be a priority as we reopen branches and expand hours of operation. The Library continues to work closely with SMPD and facilities staff to maintain library buildings clean and safe. The LSO Supervisor continues to work with the City's Police Homeless Liaison Program team to address and lessen incidents related to homelessness.

October 2022- Data below only reflects incidents and not day-to-day rule violation interactions

38 monthly incidents (30 major/ 8 minor)

35 Incidents involving people who appear to be unhoused

27 incidents at Main / **11** Branches

6 calls in to police

7 active bans

Partnerships:

Santa Monica History Museum announced Rob Schwenker as its new Executive Director. Mr. Schwenker has served as chair of the museum's Board of Directors bringing a strong history and relationship with the Museum.



MINUTES

SANTA MONICA PUBLIC LIBRARY BOARD

REGULAR MEETING

SANTA MONICA MAIN PUBLIC LIBRARY
601 SANTA MONICA BLVD
SANTA MONICA, CA 90401
ADMINISTRATIVE CONFERENCE ROOM,
SECOND FLOOR

THURSDAY, SEPTEMBER 8, 2022

6:00 P.M.

Call to Order

Chair Plauzoles called the meeting to order at 6:05 p.m.

Roll Call

The following persons were recorded in attendance by the Recording Secretary:
List in order called during the meeting.

Present: Chair Judith Meister, Vice Chair Abby Arnold, Boardmember Dana Newman, Boardmember Laurel Schmidt, and Boardmember Lucien Plauzoles

Absent: None

Also present: Erica Cuyugan, Interim City Librarian
Priscilla Bouvet, Executive Admin. Assistant

1) Special Agenda Items

- a. Swearing-In and Oath of Office of New Members
 - i. Judith Meister
 - ii. Dana Newman

Judith Meister and Dana Neman were sworn-in and welcomed as board members to the Library Board.

- b. Library Board Tour of the Main Library
 - i. Led by Erica Cuyugan, Director of Library Services

Cuyugan led board members on a tour of the Main Library between 6:10pm – 7:00pm.

- c. Introduction of Library Board Members

Board members introduced themselves and briefly spoke about their backgrounds and interests.

- d. Secretary's Report

- i. Erica Cuyugan, Director of Library Services

Cuyugan highlighted the following components of the Secretary's Report:

- Opening of temporary cooling center in Santa Monica
- Expansion of hours
- Pico Branch study rooms
- National Library Card sign-up month activities
- National Literacy Month programs, resources and celebrations
- Banned Books Week awareness
- Literacy Program Walk-in tutoring program
- Santa Monica Reads 20th Anniversary
- Safety and security updates

- e. Review Banned Books Week Proclamation

- i. Judith Meister, Chair

MOTION

Plauzoles moved and Arnold seconded to approve proclamation written in support of Banned Books Week. Proclamation will be submitted to City Council for its reading on September 13, 2022. The motion was approved by the following vote:

AYES: Meister, Arnold, Neman, Schmidt and Plauzoles

NOES: None

ABSTAINING: None

ABSENT: None

- 6) **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.

Member of the public expressed interest in having movie nights return to Fairview Branch as they were an uplifting activity he looked forward from the library.

2) **Consent Calendar**

- a. Staff recommends approval of the following Library Board regular meeting minutes:
- i. July 7, 2022

MOTION

Plauzoles moved and Schmidt seconded a motion to approve the minutes for the July 7, 2022 Library Board special meeting. The motion was approved by the following vote:

AYES: Meister, Arnold, Neman, Schmidt and Plauzoles

NOES: None

ABSTAINING: None

ABSENT: None

3) **Continued Items**

- a. July 7, 2022: Present Final Adopted Library Board Rules of Order

Plauzoles shared comments concerning standardization of template implemented for all boards and commissions.

4) **Staff Administrative Items**

- a. Review of Meeting Calendar for FY 2022-23

Board meeting schedule was discussed, including transition to monthly regular meetings on January 2023 and incorporating tours of branch facilities.

5) **Library Boardmember Discussion Items**

- a. Future Long-Term Agenda Planning
- i. Judith Meister, Chair

The following future agenda items were shared:

- Overview of Library's Strategic Plan
- Review of Brown Act
- Bringing diverse members of color and age

- b. Discussion of Nationwide Current Library Trends

- i. Explore memberships for board members

Library staff will review its budget and resources available to register board members for library organization memberships.

Adjournment

MOTION

Schmidt moved and Newman seconded a motion to adjourn the meeting at 8:07 p.m. The motion was approved by a unanimous vote.

Attest:

Approved:

Erica Cuyugan

Judith Meister

Secretary

Chair

Santa Monica Public Library Board

Meeting Schedule

January – December 2023

MEETING DATE	TIME	LOCATION
January 12, 2023	6:00 – 8:00 PM	Pico Branch
February 9, 2023	6:00 – 8:00 PM	Main Library
March 9, 2023	6:00 – 8:00 PM	Main Library
April 13, 2023	6:00 – 8:00 PM	Fairview Branch
May 11, 2023	6:00 – 8:00 PM	Main Library
June 8, 2023	6:00 – 8:00 PM	Main Library
July 13, 2023	6:00 – 8:00 PM	Montana Branch
August 10, 2023	6:00 – 8:00 PM	Main Library
September 14, 2023	6:00 – 8:00 PM	Main Library
October 12, 2023	6:00 – 8:00 PM	Ocean Park Branch
November 9, 2023	6:00 – 8:00 PM	Main Library
December 14, 2023	6:00 – 8:00 PM	Main Library