

# SANTA MONICA PUBLIC LIBRARY BOARD



## Minutes of the SPECIAL Meeting of November 4, 2010 To Be Approved

|                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                             |
|------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|
| <b>Call to Order</b>                                                   | A SPECIAL meeting of the Library Board was called to order by Chairperson, Edward Edwards, at 7:01 p.m., Thursday, November 4, 2010 at the Ocean Park Branch Library, Community Room, 2601 Main Street, Santa Monica.                                                                                                                                                                                                                                     |                                                                                                             |
| <b>Roll Call</b>                                                       | <b>PRESENT:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                           | Boardmember Blackwell, Boardmember Breisch, Chairperson Edwards, Boardmember Oppenheim and Vice Chair Stern |
|                                                                        | <b>ALSO PRESENT:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                      | Greg Mullen, City Librarian; Karen Reitz, Ocean Park Branch Manager; Norma Angel, Administrative Analyst    |
| <b>Public Input</b>                                                    | No report.                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                             |
| <b>Approval of the Library Board Minutes</b>                           | Motion by Boardmember Breisch, seconded by Vice Chair Stern to approve the minutes of the Library Board meeting of October 7, 2010. The motion was approved by the following vote:<br><br>AYES: Boardmember Blackwell, Boardmember Breisch, Chairperson Edwards, and Vice Chair Stern<br><br>NOES: None<br><br>ABSENT: Boardmember Oppenheim                                                                                                              |                                                                                                             |
| <b>Report from the Friends of the Library, a Library Support Group</b> | Greg Mullen, City Librarian, gave a report on the Friends of the Library Board meeting. The Friends are planning their volunteer appreciation event at the Morgan-Wixson Theatre in March.                                                                                                                                                                                                                                                                |                                                                                                             |
| <b>Tour of the Ocean Park Branch</b>                                   | Karen Reitz, Ocean Park Branch Manager, led a tour of the branch. The Board discussed the upcoming branch improvements. Ocean Park Branch is scheduled to close on January 3 for approximately 5 weeks for new carpeting, shelving in the children's area, enhancements to the storytelling space, computer furnishings for adults and children, and additional wiring for technology.<br><br>Boardmember Oppenheim joined the Board meeting at 7:14 p.m. |                                                                                                             |
| <b>Proposed Changes to the Santa Monica Public</b>                     | The Board reviewed the changes to the existing Library Rules of Conduct. Some new changes to the Library Rules of Conduct are the addition of                                                                                                                                                                                                                                                                                                             |                                                                                                             |

|                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Library Rules of Conduct</b>                                               | <p>consequences and the process of appealing a suspension from library use.</p> <p>Motion by Boardmember Oppenheim, seconded by Boardmember Breisch to approve the proposed changes to the Library Rules of Conduct as corrected. Board discussion followed. The motion was approved by the following vote:</p> <p>AYES: Boardmember Blackwell, Boardmember Breisch, Chairperson Edwards, and Boardmember Oppenheim, Vice Chair Stern</p> <p>NOES: None</p>                                                                                                                                                                                                                                                                                                                                             |
| <b>Update on the Pico Branch Library Planning Process</b>                     | <p>The third community workshop in the <i>Let's Talk Pico Branch Library</i> series will be held on Saturday, November 6 from 2:00 - 4:00 p.m. at the Thelma Terry Center in Virginia Avenue Park. The focus of the workshop will be on the conceptual design for the new branch library. Staff will also lead breakout discussions for feedback on the Library program. A final community workshop is planned for December.</p> <p>Mr. Mullen reported on the Pico Branch Library design schemes.</p>                                                                                                                                                                                                                                                                                                  |
| <b>City Budget Plans</b>                                                      | <p>Mr. Mullen distributed the updated schedule of the 2010 neighborhood community budget meetings. A new meeting was added on December 6 at McKinley Elementary. These meetings allow the community to give feedback on the city budget.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Nationwide Current Library Trends - Review of Library Journal Articles</b> | <p>The Board discussed several recent articles from <i>Library Hotline</i> including one on the privatization of libraries.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Secretary's Report</b>                                                     | <p>Mr. Mullen reported on Library services and programs.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Update on Library Services and Programs</b>                                | <p>Beginning at the end of November the Library will offer downloadable eBooks from OverDrive. The eBooks will be available free, 24/7 to all Santa Monica Public Library card holders in good standing. Browse, checkout and download eBooks by visiting <a href="http://ebook.smpl.org">ebook.smpl.org</a>. The opening day collection of eBooks was made possible by the generous support of the Friends of the Santa Monica Public Library. Downloaded titles can be enjoyed immediately on a variety of eReaders. The standard loan period is 21 days. Titles automatically expire at the end of the lending period. There are no late fees or fines.</p> <p>The Green Prize for Sustainable Literature Awards are Saturday November 6 at 11:00 a.m. in the Martin Luther King Jr. Auditorium.</p> |
| <b>Update on Library Staffing</b>                                             | <p>Staff is interviewing candidates to fill vacancies in the Information Management and Reference departments.</p> <p>November 11 is the staff In-Service day. This year topics include: dealing with difficult patrons; having fun at work; and front line advocacy.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Update on Library</b>                                                      | <p>The Main Library landscaping and soil replacement is almost completed. A</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

|                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-----------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Facilities</b>                                                     | <p>water leak in the first floor parking garage is being addressed. The electrical outlets for the central courtyard have been stubbed but the work has been delayed six weeks due to a special order for parts.</p> <p>The city has completed a facility assessment of all city services. The Library facilities were rated as good or better. Touch up painting is scheduled to begin next week at the Main Library.</p> |
| <b>Update on Library Security</b>                                     | Bicycle thefts are still occurring at the Main Library. There are security cameras covering the area. Library staff is working with the Neighborhood Resource Officer regarding loitering at the Main Library entrance on Santa Monica Blvd.                                                                                                                                                                               |
| <b>Library Statistics for September 2010</b>                          | Staff distributed the September 2010 Library statistics. Board discussion followed.                                                                                                                                                                                                                                                                                                                                        |
| <b>Report on the Grand Opening of the Santa Monica History Museum</b> | The Santa Monica History Museum grand opening was held on October 24. The exhibit entrance fee is \$8 and patrons doing research can use the research materials for free.                                                                                                                                                                                                                                                  |
| <b>Agenda Building</b>                                                | <p>The next Library Board meeting will be a special meeting on December 9.</p> <p>The Library Board asked that the following items be included in the next Library Board agenda: an update on the new integrated library system; a report on the Green Prize; and an update on the Pico Branch Library.</p>                                                                                                                |
| <b>Adjournment</b>                                                    | <p>Chair Edwards adjourned the meeting at 8:35 p.m.</p> <p>Attest: _____ Approved: _____</p> <p>Greg Mullen Edward Edwards<br/>City Librarian Library Board Chair</p>                                                                                                                                                                                                                                                      |

This document is available in alternate format upon request. The Santa Monica Public Library is wheelchair accessible. For special disability accommodations contact Library Administration at (310) 458-8606 at least 3 days prior to the scheduled meeting.