

A. CALL TO ORDER

A Regular Meeting of the Redondo Beach Library Commission was called to order by residing Chair Hall at 7:02 PM, in the City Hall Council Chambers, 415 Diamond Street, Redondo Beach, California, and teleconference.

B. ROLL CALL

Commissioners Present: Willers, Wirsing, Walls, Vice Chair Beauchamp, and Chair Hall

Commissioners Absent: Coopman

Officials Present: Dana Vinke, Library Director
Erin Schoonover, Senior Librarian

C. SALUTE TO THE FLAG

Commissioner Wirsing led the Commissioners in a Salute to the Flag.

D. APPROVE ORDER OF AGENDA

Motion by Vice Chair Beauchamp, seconded by Commissioner Walls, to approve the order of the agenda. Motion carried unanimously, with no objection.

AYES: Willers, Wirsing, Walls, Vice Chair Beauchamp, and Chair Hall.

NOES: None.

ABSENT: Coopman.

E. BLUE FOLDER ITEMS – ADDITIONAL BACK UP MATERIALS

E.1. RECEIVE AND FILE BLUE FOLDER ITEMS

Library Director Vinke confirmed that there are no Blue Folder Items.

F. CONSENT CALENDAR

F.1. APPROVE AFFIDAVIT OF POSTING FOR THE REDONDO BEACH LIBRARY COMMISSION MEETING OF MAY 1, 2023

F.2. APPROVAL OF THE FOLLOWING MEETING MINUTES OF AUGUST 1, 2022, DECEMBER 5, 2022, MARCH 6, 2023, AND APRIL 3, 2023

Commissioner Wirsing requested for typos regarding the Meeting Minutes of April 3, 2023, to be fixed, specifically the inclusion of apostrophes in incorrect locations.

Motion by Commissioner Willers, seconded by Commissioner Walls, to approve the Consent Calendar including the changes to the Meeting Minutes of April 3, 2023. Motion carried unanimously, with no objection.

AYES: Willers, Wirsing, Walls, Vice Chair Beauchamp, and Chair Hall.

NOES: None.

ABSENT: Coopman.

G. EXCLUDED CONSENT CALENDAR ITEMS

None.

H. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Chair Hall opened the floor to public comments. The following individual(s) spoke:

Ron Maroko, Chair of the Historical Commission, spoke on scanning and digitizing the Daily Breeze newspapers for the public to access and have a more complete database as a resource. Inquired about possible future discussions with the Historical Commission regarding Juneteenth events.

Vice Chair Beauchamp and Chair Hall confirmed that the discussion started at the last meeting and will continue with the discussion this evening.

Chair Hall inquired about the digitizing of the Daily Breeze newspapers.

Ron Maroko spoke on the steps completed by the former Library Director Anderson and currently there is a need for licensing agreements to be processed to conduct the digitizing.

Commissioner Walls inquired about the years that need to be digitized.

Ron Maroko stated that Redondo Beach starts around 1984, City of Torrance starts 1960s and the City of Hawthorne has older data.

Senior Librarian Schoonover confirmed that there were no eComments or public comments received.

Seeing no additional requests to speak, Chair Hall closed the floor to public comments.

I. ITEMS CONTINUED FROM PREVIOUS AGENDAS

None.

J. ITEMS FOR DISCUSSION PRIOR TO ACTION

J.1. DIRECTOR'S REPORT

Library Director Vinke provided the following Director's Report:

- Open+Access – Mechanics of the doors to be installed will take place May 10, 2023. An additional installment will be made by Bibliotheca for the cameras and access to the Library.
- Coordination on Volunteer Efforts – Library Director Vinke was asked to coordinate and report on volunteer efforts that includes all types of volunteers (long term, students, etc.)

- Updates on Recruitments for Library Staff – Currently conducting the recruitment for part-time staff.
- Run Hide Fight Training – 2 hour training provided by the Redondo Beach Police Department at both library locations.
- Juneteenth and Pride Month Recognition Events – Tentative dates:
 - June 20, 2023 – Main Library at 4:00 PM
 - June 29, 2023 – North Branch Library at 4:00 PM
- Library Week Proclamation – Thanked everyone that attended in support of City Council's proclaiming Library Week.
- Library Staff met with Redondo Unified School District's Library staff to discuss ways to teach students on the use of various library tools.

Discussion followed regarding the door installment (May 10, 2023) and the next steps for the Open+Access project, possible development of subgroups for Library Commissioners to research and explore other ideas, an update on the prior discussion regarding a Library Tour for the Library Commissioners', digitizing Daily Breeze newspapers and linking Redondo Beach to the Torrance Library database to use digitized newspapers, digitized documents through newspaper.com, microfiche machine available at Library, Library staff and volunteers have been digitizing City's history (yearbooks, etc), great theme for this year's "Find Your Voice" summer program that goes along with Juneteenth and Pride Month events and would like to see more themes in the future, ideas provided by Redondo Beach High School students that attended the prior Library Commission meeting in April, possibly placing banners that provide information on upcoming events, locations of banners placed in 2022, and possible use of the Police Department's electric boards to advertise Library events.

Library Director Vinke and Senior Librarian Schoonover responded and provided clarification to the Commissioners questions.

Library Director Vinke thanked Senior Librarian Schoonover for stepping in and assisting in running the last Library Commission meeting.

Chair Hall opened the floor to public comments. The following individual(s) spoke:

Ron Maroko, Chair of the Historical Commission, spoke on access to digitized records online and inquired about having one access for multiple local libraries, and also recommended speaking to Girl Scout Troops since they have a library patch and see if they would like to participate.

Senior Librarian Schoonover confirmed that there were no eComments or public comments received.

Seeing no additional requests to speak, Chair Hall closed the floor to public comments.

Motion by Commissioner Willers, seconded by Commissioner Walls, to receive and file the Director's Report. Motion carried unanimously, with no objection.

AYES: Willers, Wirsing, Walls, Vice Chair Beauchamp, and Chair Hall.

NOES: None.

ABSENT: Coopman.

J.2. DISCUSS AND PROVIDE INPUT ON THE CITY'S FY 2023-2024 BUDGET

Library Director Vinke provided a brief introduction to the budget process.

Vice Chair Beauchamp stated that the former Library Director Anderson would provide a list of needs for the libraries that could be considered by the Library Commission and provide a proposal to the City Council for consideration.

Commissioner Wirsing inquired about the mid-year budget request letter submitted by the Library Commission.

Library Director Vinke provided an update on the mid-year budget request.

Discussion followed regarding prior requests and adding them moving forward to the budget request letter for possible additional funding to the libraries.

K. MEMBER ITEMS AND REFERRALS TO STAFF

Chair Hall inquired about the current open seats for the Library Commission and the upcoming seats that will be termed out.

Vice Chair Beauchamp stated that the City Council appoints the Commissioners to the vacant seats.

Library Director Vinke reported that he has contacted both the City Clerk's Office and City Manager's Office regarding the current vacancy and upcoming seats.

Commissioners Wirsing commented that in reviewing the City's website the current vacant seat and one other seat are listed but are missing the second vacancy seat that will be coming up shortly.

Library Director Vinke confirmed that he will check with the City Clerk's Office regarding the proper listings of vacancies.

Motion by Vice Chair Beauchamp, seconded by Commissioner Willers, to add window decorations for both libraries to promote the various Library events. Friendly amendment by Commissioner Walls and accepted by the motion maker, to include the front facet of the building in addition to banners. Motion carried unanimously, with no objection.

AYES: Willers, Wirsing, Walls, Vice Chair Beauchamp, and Chair Hall.

NOES: None.

ABSENT: Coopman.

Vice Chair Beauchamp inquired about the data report not included with this Library Commission packet.

Senior Librarian Schoonover confirmed that it was an oversight by staff and the data report will be included with the next packet.

Chair Hall opened the floor to public comments.

Senior Librarian Schoonover confirmed that there were no eComments or public comments received.

Seeing no requests to speak, Chair Hall closed the floor to public comments.

L. ADJOURNMENT

Motion by Vice Chair Beauchamp, seconded by Commissioner Walls, to adjourn the meeting at 8:03 PM. Motion carried unanimously, with no objection.

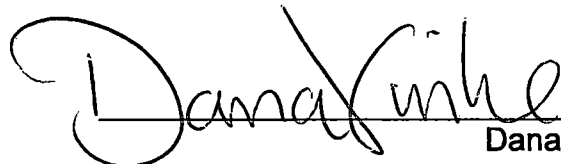
AYES: Willers, Wirsing, Walls, Vice Chair Beauchamp, and Chair Hall.

NOES: None.

ABSENT: Coopman.

The next meeting of the Redondo Beach Library Commission will be a Regular Meeting to be held at 7:00 PM on June 5, 2023, in the Redondo Beach Council Chambers, at 415 Diamond Street, Redondo Beach, California, and via teleconference.

All written comments submitted via eComment are included in the record and available for public review on the City website.


Dana Vinke
Library Director