

A. CALL TO ORDER

A Regular Meeting of the Redondo Beach Library Commission was called to order by residing Chair Beauchamp at 7:00 PM, in the City Hall Council Chambers, 415 Diamond Street, Redondo Beach, California, and teleconference.

B. ROLL CALL

Commissioners Present: Wirsing, Walls, Coopman, and Chair Beauchamp

Commissioners Absent: Willers and Chair Hall

Officials Present: Dana Vinke, Library Director
Helaire Hamilton Mitchell, Youth Services Librarian
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 Commissioner Coopman, seconded by Commissioner Walls, to move J.3 to be considered earlier in the meeting. Motion carried unanimously, with no objection.

AYES: Wirsing, Walls, Coopman, and Chair Beauchamp.

NOES: None.

ABSENT: Willers and Chair Hall.

E. BLUE FOLDER ITEMS – ADDITIONAL BACK UP MATERIALS

E.1. RECEIVE AND FILE BLUE FOLDER ITEMS

Chair Beauchamp confirmed that the budget letter is a Blue Folder Item.

Library Director Vinke confirmed that the budget letter will be considered under I.

F. CONSENT CALENDAR

F.1. APPROVE AFFIDAVIT OF POSTING FOR THE REDONDO BEACH LIBRARY COMMISSION MEETING OF MARCH 6, 2023

Motion by Commissioner Coopman, seconded by Commissioner Walls, to approve the Consent Calendar. Motion carried unanimously, with no objection.

AYES: Wirsing, Walls, Coopman, and Chair Beauchamp.

NOES: None.

ABSENT: Willers and Chair Hall.

G. EXCLUDED CONSENT CALENDAR ITEMS

None.

H. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

H.1. RECEIVE AND FILE PUBLIC WRITTEN COMMENTS ON NON-AGENDA ITEMS

Chair Beauchamp opened the floor to public comments.

There were no eComments or public comments received.

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

J.3. LIBRARY SOCIAL MEDIA UPDATE

This item was considered out of order.

Youth Services Librarian Mitchell provided the staff presentation and the following updates regarding library social media:

- Facebook page created September 2010.
- 1,500 followers (41% Redondo Beach, 10% Los Angeles, 9.4% Torrance, remainder other Cities)
- 15,000 people view content per month.
- Postings include calendar events, history of Redondo Beach, and other activities.
- Social media will be used for the Summer Reading Program.
- Three staff members post events.
- Will be conducting monthly or bi-monthly social media meetings.

Discussion followed regarding the events on Facebook and the schedule for Instagram, Instagram handle (rbplyouthservices), preferred hashtags, and possibly use TikTok.

Youth Services Librarian Mitchell responded and provided clarification to the Commissioners questions.

I. ITEMS CONTINUED FROM PREVIOUS AGENDAS

I.1. MID-YEAR BUDGET REQUEST LETTER

Library Director Vinke provided an update regarding the budget request letter.

Commissioners reviewed the provided letter.

Discussion followed regarding a total request of \$75,000, placing the breakdown on the first page, additional staffing previously requested, and any other additions to the letter.

Motion by Commissioner Coopman, seconded by Commissioner Walls, to approve the Mid-Year Budget request letter with the following changes; adding \$75,000 to the subject line and changing “service” to “services.” Motion carried unanimously, with no objection.

AYES: Wirsing, Walls, Coopman, and Chair Beauchamp.

NOES: None.

ABSENT: Willers and Chair Hall.

J. ITEMS FOR DISCUSSION PRIOR TO ACTION

J.1. DIRECTOR'S REPORT

Library Director Vinke provided the following Director's Report:

- Network with other community groups to build relationships.
- Library Staff took a tour of allcove Beach Cities, a Youth Wellness Center, located at Beach Cities Health District.
- Open+Access continued work on the mechanisms of the door installation.
- Recruiting for part-time staffing.
- Safety walkthrough with the Redondo Beach Police Department at both locations.
- CPR training from the Redondo Beach Fire Department.
- Library Outreach – Staff attended the Public Safety Open House and the grand opening of the Redondo Beach Transit Center.

Discussion followed Open+Access staff training, partnership with schools, changes from digital use to physical, changes from Cloud Library and hoopla, breakdown of the various systems and how they are being utilized, request of monthly circulation reports and providing post COVID and now after COVID data, data by platform, and multi-lingual systems.

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

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

AYES: Wirsing, Walls, Coopman, and Chair Beauchamp.

NOES: None.

ABSENT: Willers and Chair Hall.

J.2. NATIONAL LIBRARY WEEK PROCLAMATION

Library Director Vinke provided a brief statement regarding the proclamation and asked for the Commissioners to attend the April 18, 2023, City Council Meeting.

Discussion followed regarding the intent of the proclamation.

Library Director Vinke responded and provided clarification to the Commissioners' questions.

J.3. LIBRARY SOCIAL MEDIA UPDATE

This item was considered out of order. It was considered after Public Comments.

K. MEMBER ITEMS AND REFERRALS TO STAFF

None.

L. ADJOURNMENT

Motion by Commissioner Wirsing, seconded by Commissioner Coopman, to adjourn the meeting at 7:37 PM. Motion carried unanimously, with no objection.

AYES: Wirsing, Walls, Coopman, and Chair Beauchamp.

NOES: None.

ABSENT: Willers and Chair Hall.

The next meeting of the Redondo Beach Library Commission will be a Regular Meeting to be held at 7:00 PM on April 3, 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