

A. CALL TO ORDER

A Regular Meeting of the Redondo Beach Library Commission was called to order by 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, Willers, Hall, Walls, Vice Chair Coopman, and Chair Beauchamp

Commissioners Absent: None.

Officials Present: Dana Vinke, Library Director
Helaire Hamilton Mitchell, Youth Services Librarian
Erin Schoonover, Senior Librarian

C. SALUTE TO THE FLAG

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

D. APPROVE ORDER OF AGENDA

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

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

NOES: None.

ABSENT: None.

E. BLUE FOLDER ITEMS – ADDITIONAL BACK UP MATERIALS

E.1. RECEIVE AND FILE BLUE FOLDER ITEMS

Library Director Vinke confirmed that there are two Blue Folder Items. The Summer Reading Program Summary of Activities and the December Library Calendar of Events.

Motion by Commissioner Willers, seconded by Commissioner Walls, to receive and file Blue Folder Items. Motion carried unanimously, with no objection.

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

NOES: None.

ABSENT: None.

F. CONSENT CALENDAR

F.1. APPROVE AFFIDAVIT OF POSTING FOR THE REDONDO BEACH LIBRARY COMMISSION MEETING OF DECEMBER 5, 2022

Vice Chair Coopman inquired about the minutes from the last two Library Commission Meetings.

Chair Beauchamp asked to have those minutes for Library Commission's approval at the next meeting.

Motion by Vice Chair Coopman, seconded by Commissioner Hall, to receive and file the Consent Calendar. Motion carried unanimously, with no objection.

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

NOES: None.

ABSENT: None.

G. EXCLUDED CONSENT CALENDAR ITEMS

None.

H. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Chair Beauchamp opened the floor to public comments.

Library Director Vinke confirmed that there were no eComments or public comments received.

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

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

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 (October – November):

- Has met with the managers and obtained training to get acquainted with daily operations.

Senior Librarian Schoonover reported that the Youth Services Librarian will be providing a report later.

Commissioner Hall inquired about the meeting with the Homeless Navigator.

Library Director Vinke reported that he met with the Homeless Navigator and the communication between the City, library staff, and Homeless Navigator in assisting and providing services. Additionally, noted that he met with the President of the South Bay Literacy Council to build that relationship.

Vice Chair Coopman inquired about the meeting with T-Mobile on November 21, 2022, and if the internet will be an added layer for library facilities.

Discussion followed the fees, types of devices, next steps for accessing the facilities, if assistance is needed from the Commissioners, and tools that can be used to assess the need of devices.

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

Commissioner Walls inquired about community outreach and awareness.

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

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

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

NOES: None.

ABSENT: None.

J.2. ELECTION OF OFFICERS

Commissioner Wirsing stated that she will be traveling in the next year and prefers not to be elected to an office seat.

Commissioner Willers stated that she prefers not to be elected to an office seat.

Chair Beauchamp stated that this is his last year of a two-term seat and will term out in September.

Chair Beauchamp and Vice Chair Coopman both stated what their roles entail as Chair and Vice Chair.

Motion by Commissioner Coopman, seconded by Commissioner Walls, to nominate Commissioner Hall as Chair and Commissioner Beauchamp as Vice Chair of the Library Commission. Motion carried unanimously, with no objection.

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

NOES: None.

ABSENT: None.

J.3. SUMMER READING PROGRAM UPDATE

Youth Services Librarian Mitchell provided the following update:

- Theme: Read Beyond the Beaten Path and took place from June 4 – August 14, 2022. Participants received prizes for milestones.
- 1,382 participants for 2022 Summer Reading Program
 - 1,170 Children (956 school age, 214 pre-school or younger)
 - 132 Teens
 - 80 Adults
- Calendar included storytime, campfire scary story for teens, crafts, board games, and family movie night.
- Held 48 youth services programs with a total of 2,816 attendees.

- Opportunity Reading prices were given to allow for participation and completion of the reading.
- 9 in-person events for adults with 238 attendees.
- Thanked the Friends of the Library for the support and funding for the Summer Reading Program and thanked the Teen Volunteers that assisted throughout the summer.
- 2023 Theme: Find Your Voice and will start planning in January 2023.

Discussion followed regarding the participation numbers prior to COVID and book reviews and the age variety and use of that information.

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

J.4. OPEN+ACCESS AT NORTH BRANCH UPDATE

Library Director Vinke stated that the written staff report was provided and opened the floor to questions.

Discussion followed the data regarding subscription, funds allocated, next steps to move forward with Open+Access, expenses for modifications as needed, software used for access, targeted date for completion, and equipment received by the City for installation.

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

J.5. DISCUSSION OF CANCELLING JANUARY 2023 MEETING

Library Director Vinke reported that next meeting for the Library Commission meeting is a closed day. The next available date in January would be January 26, 2023, and would place them a week before their regularly scheduled meeting.

Motion by Vice Chair Beauchamp, seconded by Commissioner Coopman, to cancel the January 2, 2023, Library Commission Meeting. Motion carried unanimously, with no objection.

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

NOES: None.

ABSENT: None.

K. MEMBER ITEMS AND REFERRALS TO STAFF

Commissioner Coopman spoke on the two letters that are presented to City Council regarding the budget allocations. Letter is usually written around February or March. Now that the January meeting is canceled, requested for consideration to work on the budget letter.

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

Commissioner Coopman further detailed the types of projects where the funding has been allocated if City Council approves additional funding for libraries.

Motion by Vice Chair Beauchamp, seconded by Commissioner Willers, to direct staff to add to the February Library Commission Meeting's agenda the budget letter for Library Commissioners' consideration, and for Library Director Vinke to provide direction/guidance regarding the allocations for the funding as needed. Motion carried unanimously, with no objection.

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

NOES: None.

ABSENT: None.

Commissioner Coopman and Commissioner Wirsing both volunteered to assist in drafting the letter after the meeting in February.

L. ADJOURNMENT

Motion by Commissioner Wirsing, seconded by Commissioner Coopman, to adjourn the meeting at 7:48 PM. Motion carried unanimously, with no objection.

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

NOES: None.

ABSENT: None.

The next meeting of the Redondo Beach Library Commission will be a Regular Meeting to be held at 7:00 PM on A To Be Determined Date, 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