

A. CALL TO ORDER

Via teleconference, 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.

B. ROLL CALL

Commissioners Present: Willers, Walls, Hall, Wirsing, Coopman, Chair Beauchamp

Commissioners Absent: Nafissi.

Officials Present: Susan Anderson, Library Director

C. SALUTE TO THE FLAG

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

D. APPROVE ORDER OF AGENDA

None.

E. BLUE FOLDER ITEMS - ADDITIONAL BACK UP MATERIALS

None.

F. CONSENT CALENDAR

**F.I. APPROVE AFFIDAVIT OF POSTING FOR THE REGULAR LIBRARY COMMISSION
REGULAR MEETING OF APRIL 4, 2022**

Motion by Commissioner Wirsing, seconded by Commissioner Walls, to receive and file the Consent Calendar. Motion carried unanimously, with the following roll call vote:

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

NOES: None.

ABSENT: Nafissi.

G. EXCLUDED CONSENT CALENDAR ITEMS

None.

H. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Chair Beauchamp opened the floor to public comments.

Chair Beauchamp confirmed that there were no eComments or public comments received.

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

I. ITEMS CONTINUED FROM PREVIOUS AGENDAS

I.1. DISCUSSION OF COMMUNICATION WITH COUNCILMEMBERS

Library Director Anderson provided a brief introduction.

Commissioner Willers spoke on the idea of providing information to the City Councilmembers regarding events and other projects that the Library Commission is working on for the residents and public.

Discussion followed regarding what City Councilmembers already receive, how to have the City Councilmembers know to share that information with the public, outreach and communication, speak with City Councilmembers to be placed in their District Meeting agendas and Library Commissioner to speak at each meeting, distribution of information monthly for City Councilmembers, and providing information during public comments at a City Council meeting.

Library Director Anderson responded to the Commissioners' questions.

Motion by Commissioner Willers, seconded by Commissioner Hall, for Commissioner Willers to send each of the Library Commissioners monthly with three talking points to discuss or send email to their district Councilmember. Motion carried unanimously, with the following roll call vote:

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

NOES: None.

ABSENT: Nafissi.

I.2. DISCUSSION OF STRATEGIC PLANNING

Library Director Anderson provided the presentation regarding Open+ as approved by the City Council. Provided further details regarding the City libraries, etc.

I.3. DISCUSSION OF MIDYEAR BUDGET LETTER

Library Director Anderson provided a brief introduction regarding the drafted letter by Vice Chair Coopman and Commissioner Nafissi.

Vice Chair Coopman commented that the strategy behind the drafted letter as provided to the Library Commission for consideration.

Discussion followed regarding the information provided on the letter, Libby application, additional purchases, comparison of the letter submitted two-years ago compared to the proposed letter, request of a \$50,000 increase, and digital collections.

Library Director Anderson responded to Commissioners' questions.

Motion by Vice Chair Coopman, seconded by Commissioner Willers, to approve the letter and change the dollar amount to reflect the correct amount. Motion carried unanimously, with the following roll call vote:

AYES: Willers, Walls, Hall, Wirsing, Coopman, Chair Beauchamp.
NOES: None.
ABSENT: Nafissi.

J. ITEMS FOR DISCUSSION PRIOR TO ACTION

J.1. DISCUSSION OF FINE-FREE LIBRARIES

Library Director Anderson provided the presentation regarding automatic renewal items. Once there are three renewals, if the item is not returned by the due date there is an accrual of late fees. Other libraries are opting to have “Fine-Free Libraries.”

Discussion followed regarding the current City library fines, City Council has the option to start “Fine Free” moving forward, library users paying their fines, purging database of unused library cards, data by year of fees owed by library users, library fines being part of the City’s general fund, encouraging proper use of the library, and the timing for budget proposal from the Library Commission and the “Fine-Free Library” proposal.

Library Director Anderson responded to the Commissioners’ questions.

J.2. DISCUSSION OF LIBRARY RULES OF CONDUCT

Library Director Anderson provided an update regarding the library rules of conduct previously presented to the Library Commission. The rules as approved by the Library Commission needed to be adopted by the City Council as an ordinance regarding homelessness and the area/use of the library. The ordinance was adopted by the City Council.

J.3. DISCUSSION OF 2022 BUDGET CALENDAR

Library Director Anderson provided an update regarding the 2022 budget calendar. If the Library Commission would like to provide a letter for the City Council budget, a letter would need to be drafted in April.

Discussion followed regarding the drafting of the letter, seeing the outcome of the mid-year budget letter, areas of risk for the Libraries, staffing needs, increase of library hours, and start drafting a letter before the next Library Commission meeting.

Library Director Anderson responded to the Commissioners’ questions.

Motion by Commissioner Hall, seconded by Commissioner Willers, to start draft the letter for City Council consideration requesting additional monies for the next fiscal year and nominating Commissioner Hall and Chair Beauchamp as the drafters of the letter. Motion carried unanimously, with the following roll call vote:

AYES: Willers, Walls, Hall, Wirsing, Coopman, Chair Beauchamp.
NOES: None.
ABSENT: Nafissi.

J.4. DIRECTOR'S REPORT

Library Director Anderson reported the following:

- Friends of the Library had their Holiday Book Sale on December 4, 2021, made over \$4,000, and will hold another book sale in the month of April.
- In the month of January, several met regarding Sirsi Dynex regarding payment, and the system would need to talk to Munis, the City's software for payments.
- Intern from Redondo Union High School is now a full-time employee for the City.
- Gate count and circulation data.

Discussion followed regarding the increase of circulation, increase of license for Hoopla, other streaming services, and digital services.

Library Director Anderson responded to the Commissioners' questions.

K. MEMBER ITEMS AND REFERRALS TO STAFF

Commissioner Willers inquired about genealogy days or other events that the library provides for the public.

Commissioner Walls requested an update regarding a location to have an advertisement for the library events.

Library Director Anderson responded to the Commissioners' questions.

L. ADJOURNMENT

Motion by Vice Chair Coopman, seconded by Commissioner Hall, to adjourn the meeting at 8:14 PM. Motion carried unanimously, with the following roll call vote:

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

NOES: None.

ABSENT: Nafissi.

The next meeting of the Redondo Beach Library Commission will be a Regular Meeting to be held at 7:00 PM on April 4, 2022, in the Redondo Beach Council Chambers, at 415 Diamond Street, Redondo Beach, California via teleconference.

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

Susan Anderson
Library Director