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# Administrative Report

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**Commission Meeting Date: June 7, 2021**

**To: LIBRARY COMMISSION**  
**From: SUSAN ANDERSON, LIBRARY DIRECTOR**  
**Subject: DIRECTOR'S REPORT – June 2021**

**There was no Commission meeting in May so this report is inclusive of March and April 2021 information and activities.**

## **March Activities**

- March 1 Library Director Susan Anderson watched the webinar “Preparing for the Next Wave of Pandemic-Fatigued Customers.”
- March 3 Library Director Susan Anderson watched the PEN America/ EveryLibrary webinar “Navigating the First Amendment and Misinformation.”
- March 5 Staff began passing out “pot o’ gold” craft kits for children and paper quilling kits for teens.
- March 9 Senior Librarian Erin Schoonover held a book discussion group via Zoom.
- March 10 Library Director Susan Anderson, Senior Librarian Erin Schoonover, and Youth Services Librarian Donia Sichler participated in a practice “Day in the District” session with Torrance Public Library, El Segundo Public Library, and Palos Verdes Library District staff and library supporters.
- March 11 Library Director Susan Anderson and a team of librarians presented the report they created on the role of libraries in the mis/disinformation age to the American Library Association and the Library of Congress Kluge Center.
- March 12 Library Director Susan Anderson, Senior Librarian Erin Schoonover, Youth Services Librarian Donia Sichler, Library Commissioner Jennifer Hall, and Friends of the Library treasurer Mary Simun participated in a Zoom “Day in the District” meeting with Assemblymember Al Muratsuchi.
- March 16 Library Director Susan Anderson, Senior Librarian Erin Schoonover, Youth Services Librarian Donia Sichler, Library Commissioners Andrew Beauchamp and Nona Janssen Walls, and Friends of the Library treasurer Mary Simun participated in a Zoom “Day in the District” meeting with Senator Ben Allen.
- March 18 Library Director Susan Anderson watched the SBCCOG General Assembly.
- March 25 Library Director Susan Anderson participated in a Southern California Library Cooperative meeting.

## **April Activities**

- April 5 Staff began distributing Take and Make “Save the Monarch” milkweed packets for Citizen Science month.

- April 6 Doggo Studybreak and Booktalk for teens posted to Facebook.
- April 6 Staff celebrated National Library Workers' Day with an ice cream party.
- April 6 Youth Services Librarian Donia Sichler watched the webinar "Preparing for the Next Wave of Pandemic Fatigued Customers."
- April 7 Library Director Susan Anderson and Youth Services Librarian Donia Sichler participated in a California State Library Zoom webinar on "Libraries and Community Engagement: A Listening Session."
- April 8 Redondo Ballet Outreach Team storytime posted to Facebook.
- April 8 The Friends of the Library held a "Bag o' Books" sale for the public at the Main Library.
- April 8 Library Director Susan Anderson participated in the California State Library Director's Forum.
- April 12 Library Director Susan Anderson, Senior Librarian Erin Schoonover, Library Technician Scott Vilhauer, and part-time librarians Tim Parker and James Devlin met to discuss the collection budget.
- April 13 Senior Librarian Erin Schoonover held a Zoom book discussion group.
- April 15 Library Director Susan Anderson participated in the California Library Directors' Forum.
- April 21 Library Director Susan Anderson attended a budget meeting with the City Manager.
- April 21 Youth Services Librarian Donia Sichler watched the webinar "Let's Get Together! Book Clubs for Neurodivergent Adults."
- April 22 Redondo Ballet Outreach Team storytime posted to Facebook.
- April 22 Library Director Susan Anderson participated in a meeting for the Southern California Library Cooperative Audit and Finance Committee.
- April 22 Library Director Susan Anderson participated in the California Library Directors' Forum.
- April 23 Youth Services Librarian Donia Sichler watched the InfoPeople webinar "Music for Autism Concerts at Your Library."
- April 26 Youth Services Librarian Donia Sichler watched the webinar "Building News Literacy for Tweens & Teens."
- April 26 Library Director Susan Anderson, Senior Librarian Erin Schoonover, Youth Services Librarian Donia Sichler, Library Technician Scott Vilhauer, and part-time librarians Tim Parker and James Devlin participated in a conference call with a Baker and Taylor representative regarding "Automatically Yours" and bestseller lists.
- April 27 LA Opera held a Zoom talk on "Akhnaten."
- April 28 Library Director Susan Anderson participated in a focus group regarding a needs assessment for State Library staff training.
- April 29 Senior Librarian Erin Schoonover, Youth Services Librarian Donia Sichler, and the full-time clerks watched a Ryan Dowd training on "Handling Patrons Without Masks."
- April 29 Library Director Susan Anderson attended the Redondo Beach Chamber of Commerce State of the City Address.

- April 29 Library Director Susan Anderson attended the California Library Directors' Forum.

### **FACILITIES**

- March 21 Carpets were cleaned at the North Branch.
- March 28 Carpets were cleaned at the Main Library.

### **June Calendar**

- June 5 Summer Reading Program launches
- June 7, 14, 21, 28 Youth Zoom programs
- June 8, 15, 22, 29 Friends of the Library "Bag o' Books" sales at the Main Library
- June 8 Adult book discussion group on "Hidden Valley Road" via Zoom
- June 22 LA Opera Talks will provide a Zoom program on "Joseph Bologne"

**Attachments:** FY 20/21 Statistical Report  
FY 20/21 Digital Circulation Report

**CC:** City Manager, Library Staff