

A. CALL MEETING TO ORDER

A Virtual Regular Meeting of the Redondo Beach Library Commission was called to order by Chair Beauchamp at 7:00 p.m.

B. ROLL CALL

Members Present: Hall, Walls, Wirsing, Chair Beauchamp

Members Absent: Hannon, Coopman, Nafissi

Officials Present: Susan Anderson, Library Director

C. SALUTE TO FLAG

Commissioner Walls led in the salute to the flag.

D. APPROVAL OF ORDER OF AGENDA

Motion by Commissioner Walls, seconded by Commissioner Hall, to approve the Order of Agenda, as presented. Motion carried unanimously, by roll call vote, with Commissioners Hannon, Coopman and Nafissi, absent.

There were no eComments or public comments on this item.

E. BLUE FOLDER ITEMS – ADDITIONAL BACKUP MATERIAL – NONE

F. CONSENT CALENDAR

F.1. APPROVE AFFIDAVIT OF POSTING FOR THE REDONDO BEACH LIBRARY COMMISSION MEETING OF APRIL 5, 2021

F.2. APPROVAL OF THE FOLLOWING MINUTES: FEBRUARY 1, 2021

Motion by Commissioner Wirsing, seconded by Commissioner Walls, to approve the Consent Calendar, as presented. Motion carried unanimously, by roll call vote, with Commissioners Hannon, Coopman and Nafissi, absent.

G. EXCLUDED CONSENT CALENDAR ITEMS - NONE

H. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Library Director Susan Anderson announced there were no eComments or public comments regarding this item.

I. ITEMS CONTINUED FROM PREVIOUS AGENDAS

I.1. DISCUSSION OF STRATEGIC PLANNING

Library Director Anderson provided an update on the Strategic Plan; discussed a new Councilmember and advised she will let Commission Members know when City Council considers the item.

I.2. DISCUSSION OF MIDYEAR BUDGET

Library Director Anderson reported asking for \$50,000 of savings from the part-time budget; noted they were allowed to move it into the collection budget and addressed items and programs for which the funds will be used including investing in the Library's digital resources.

Discussion followed regarding the process for deciding where to allocate the money, the popularity of digital resources and the shared SORA app between the Redondo Beach School District and the City Library.

J. ITEMS FOR DISCUSSION PRIOR TO ACTION

J.1. DISCUSSION OF DAY IN THE DISTRICT

Library Director Anderson provided an update on the recent Day in the District event; discussed talking points and addressed funding for PPE for library reopening and restoring the cut to the CLSA funds.

Discussion followed regarding the event offering opportunities for learning what other libraries in the area are doing.

Commissioner Wirsing reported she was interested in attending but stated she participates in Leadership Redondo and their meeting was on the same day as Day in the District.

J.2 DISCUSSION OF PUBLIC LIBRARY ASSOCIATION BENCHMARK BRIEFINGS

Library Director Anderson reported the briefings that allowed comparison of the Redondo Beach Library to suburban library systems that are under a city, on the west coast, around the same size; stated she developed a spreadsheet of the data; discussed how the Redondo Beach Library ranked, compared to similar systems, and noted increases in adult programming.

Commissioner Walls requested a copy of the spreadsheet and suggested the data would be helpful in proposing additional headcount going forward.

In response to Commissioner Wirsing's inquiry, Library Director Anderson stated she was surprised that the Redondo Beach Library ranked low on programs and ranked high on WiFi usage; discussed staffing in the past and changes; listed programs developed and suggested areas in which to add programming.

Commissioner Hall asked about other areas that could be contributing to low programming and Library Director Anderson discussed the importance of appropriate staffing.

J.3. DISCUSSION OF FY2021-2022 BUDGET LETTER

Chair Beauchamp commented positively on the FY2021-2022 Budget Letter; suggested including a chart to better illustrate the data relative to Digital Circulation (Figure 1); reviewed the recommended chart and in reference to hoopla, questioned whether it would be beneficial

to be a member of a larger library in terms of digital assets. Library Director Anderson felt there is little benefit in that regard.

Library Director Anderson thanked Commissioners Hall, Wirsing, and Walls for their help in developing the letter and commented positively about the letter.

Motion by Commissioner Hall, seconded by Commissioner Walls, to approve the FY2021-2022 Budget Letter, as amended to include the proposed chart illustrating data on Digital Circulation (Figure 1), have Chair Beauchamp sign the letter and direct staff to forward it to City Council. Motion carried unanimously, by roll call vote, with Commissioners Hannon, Coopman and Nafissi, absent.

J.4. DISCUSSION OF LIBRARY REOPENING PLANS

Library Director Anderson reported the tentative plan is for the Redondo Beach Library to reopen April 19, 2021 at 75% capacity, with browsing only, limited computer time and limited reference; stated she will present the plan at the next City Council meeting; noted patrons who do not feel comfortable going into the library will be accommodated with curbside pickup and addressed hours of operation, availability of PPEs and self-service checkout.

J.5. DIRECTOR'S REPORT

Library Director Anderson discussed a Zoom meeting with OCLC about the Capira App; reported it is available through Google and Apple; addressed National Library Week; announced the Friends of the Library are holding a Bag o' Books sale on Thursday from 10:00 a.m. to 1:00 p.m. and talked about upcoming Opera Talks programming.

Discussion followed regarding the Bag o' Books sale, details of the Frosty Windows, Frosty Mirrors meeting and related programming possibilities.

K. MEMBER ITEMS AND REFERRALS TO STAFF - None

L. ADJOURNMENT

Motion by Commissioner Walls, seconded by Commissioner Wirsing, to adjourn the meeting. Motion carried unanimously, by roll call vote, with Commissioners Hannon, Coopman and Nafissi, absent.

The Library Commission meeting was adjourned at 7:46 p.m. to the next meeting of the Redondo Beach Library Commission at 7:00 p.m. on June 7, 2021.

Respectfully submitted,

Susan Anderson, Library Director