

**A. CALL MEETING TO ORDER**

A Virtual Special 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, Hannon, Walls, Coopman, Wirsing, Nafissi (arrived at 7:18 p.m.)  
Chair Beauchamp

Members Absent: None

Officials Present: Susan Anderson, Library Director

**C. SALUTE TO FLAG**

Commissioner Hannon led in the salute to the flag.

**D. APPROVAL OF ORDER OF AGENDA**

Motion by Commissioner Coopman, seconded by Commissioner Hannon, to approve the Order of Agenda, as presented. Motion carried unanimously, by roll call vote, with Commissioner 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 FEBRUARY 1, 2021**

**F.2. APPROVAL OF THE FOLLOWING MINUTES: DECEMBER 7, 2020**

Motion by Commissioner Coopman, seconded by Commissioner Hall, to approve the Consent Calendar, as presented. Motion carried unanimously, by roll call vote, with Commissioner 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 Susan Anderson presented background; addressed the possibility of joining the County system or privatizing; addressed City Council priorities and noted if the item is included in the plan, the item may return for Council's consideration in August. She added that she may have more information to present by the Commission's next meeting, in April.

Discussion followed regarding the Commission's ability to schedule special meetings, the timeframe for reviewing the Strategic Plan and related public hearings, County turn-around time for RFPs, cities that have combined their Library Department with their Parks and Recreation Department, benefits of and cost savings from combining departments, existing privatized libraries in the region and the possibility of sharing temporary services.

Commissioner Nafissi arrived at this juncture (7:18 p.m.).

There were public comments on this item.

## **I.2. DISCUSSION OF MIDYEAR BUDGET**

Library Director Anderson discussed the midyear budget; addressed savings realized if the Library were to stay closed through July 1, 2021; discussed decreases in projected revenues; reported she will request \$50,000 for the collection from protected savings and spoke about use of extra supply funds.

There were no public comments on this item.

## **J. ITEMS FOR DISCUSSION PRIOR TO ACTION**

### **J.1. DISCUSSION OF FY 2021-2022 BUDGET**

Library Director Anderson referenced the budget schedule; discussed the possibility of the Commission issuing a letter requesting allocation of funds for specific staffing, services, and activities and reported all of the positions that remained vacant under last year's budget are up for elimination.

Commissioner Nafissi suggested that considering the impacts from COVID-19 the Commission may want to make different requests and recommended asking the City keep vacant positions frozen rather than eliminating them.

Library Director Anderson reported she will begin listing goals, assuming the Library will be back to business in July.

Commissioner Walls agreed; spoke about it becoming an optimistic environment due to the availability of vaccines and agreed with the assumption there will be an uptick in activities.

Discussion followed regarding modifying last year's letter, asking to keep vacant positions frozen, including a section regarding what the Library was able to accomplish through the pandemic and forming a group to work on the letter and present it to the Commission at its next meeting. Commissioner Walls volunteered to help with the process.

Motion by Commissioner Walls, seconded by Commissioner Hannon, to work with Director Anderson to draft a letter for requests under the FY 2021/2022 Budget, as discussed.

Discussion followed regarding focusing on collections, technology, and digital media.

Commissioners Wirsing and Hall offered to help draft the letter, as well.

Amended Motion by Commissioner Nafissi, seconded by Commissioner Wirsing, to assign Commissioners Walls, Hall and Wirsing to work with Director Anderson to draft a letter for requests under the FY 2021/2022 Budget, as discussed, and report back to the Commission at its next meeting. The motion carried unanimously, by roll call vote.

There were no public comments on this item.

## **J.2. DIRECTOR'S REPORT**

Library Director Anderson reported that the Overdrive SORA App was turned on, allowing the Library to share its collection with the Redondo Union School District; discussed implementation of automatic card renewals; indicated that Novelist Select was added to the Library's catalog; spoke about another \$5,000 grant from the State for digital materials; noted the restart of Monthly Virtual Story Time and provided an update on the Library App. Additionally, Library Director Anderson discussed upcoming Library programs; addressed statistics and reported on the use of digital products available at the Library.

Discussion followed regarding the timeline for launching the Library App, Hoopla and decreases in circulation of physical items.;

There were no public comments on this item.

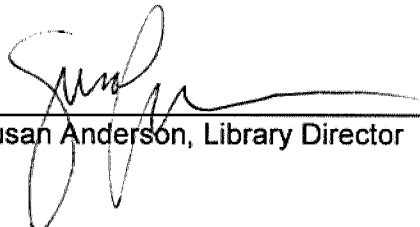
## **K. MEMBER ITEMS AND REFERRALS TO STAFF - None**

## **L. ADJOURNMENT**

Motion by Commissioner Wirsing, seconded by Commissioner Nafissi, to adjourn the meeting. Motion carried unanimously, by roll call vote.

The Library Commission meeting was adjourned at 8:00 p.m. to the next meeting of the Redondo Beach Library Commission at 7:00 p.m. on April 5, 2021.

Respectfully submitted,

  
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Susan Anderson, Library Director