



CITY OF EL SEGUNDO LIBRARY BOARD OF TRUSTEES REGULAR MEETING AGENDA

MEETING DATE: May 11, 2021

MEETING TIME: 7:00 p.m.

MEETING PLACE: ZOOM MEETING

DUE TO THE COVID-19 EMERGENCY,
THIS MEETING WILL BE CONDUCTED
PURSUANT TO THE GOVERNOR'S
EXECUTIVE ORDER N-29-20.

How Can Members of the Public Observe and Provide Public Comments?

Residents are strongly encouraged to participate remotely in the virtual Library Board of Trustees Meeting via Zoom (Meeting ID 972 0051 0942 | Passcode 609882). Members of the Public may provide comments electronically by sending them to Executive Assistant Jessie LeMay (jlemay@elsegundo.org/310-524-2770), with a limit of 150 words and accepted up until 30 minutes prior to the meeting. The emails will be read to the Library Board of Trustees during public communications and are subject to disclosure under the Public Records Act.

Additional Information

The Library Board of Trustees, with certain statutory exceptions, can only take action upon properly posted and listed agenda items. Unless otherwise noted in the Agenda, the public can only comment on City-related business that is within the subject matter jurisdiction of the Library Board of Trustees, and items listed on the Agenda during the **Public Communications** portion of the meeting. The time limit for comments is five minutes per person, maximum 30 minutes.

Before speaking to the Library Board of Trustees, please state: your name, residence, and the organization you represent, if desired. Please respect the time limits.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk (310) 524-2305. Notification 48 hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

A. CALL TO ORDER

B. ROLL CALL

- Carol Ericson
- David Jonta
- Janice Merva

- Kristie Sherrill
- Sara Whelan

C. PRESENTATIONS

1. Board Member Acknowledgment

Board members David Jonta, Kristie Sherrill and Sara Whelan are recognized for their terms on the Library Board of Trustees

D. PUBLIC COMMUNICATIONS (Related to City Business only and for which the Advisory Committee is responsible – 5 minutes per person; 30 minutes total).

E. APPROVAL OF MINUTES for March 9, 2021

F. SPECIAL ORDERS OF BUSINESS — NONE

G. NEW BUSINESS — NONE

H. UNFINISHED BUSINESS

1. Update on El Segundo Public Library Reopening Plan

Library Manager Mark Herbert provides an update on changes to the El Segundo Public Library's reopening procedures.

I. REPORT — COMMUNITY SERVICES DIRECTOR (No Board Action Required)

1. Discussion of Programs, Services, Budget, Material Collections, Facility Maintenance, Personnel Changes, and Other Items Related to the Administration of the El Segundo Public Library, School Libraries, and Recreation Division.

K. REPORT — SCHOOL DISTRICT LIBRARIAN (No Board Action Required)

1. Report on the School Libraries, including those at El Segundo High School, Center Street School, Richmond Street School, and El Segundo Middle School.

I. REPORTS — FRIENDS OF THE LIBRARY (No Board Action Required)

1. Report on Book Sales, Donations, History Committee Activities, Special Events and Other Items Related to Friends of the Library Business

a. President's Report

b. History Committee Report

L. BOARD MEMBER COMMENTS —

M. ADJOURNMENT —

POSTED BY: _____

DATE: _____

TIME: _____



**CITY OF EL SEGUNDO
LIBRARY SERVICES DEPARTMENT**

DATE: May 6, 2021
TO: Library Board of Trustees
FROM: Mark Herbert, Library Manager
SUBJECT: El Segundo Public Library and Community Services Updates

Book to Action

The Book to Action program concluded April 28 with an online discussion with Florence Williams, author of *The Nature Fix*. A few copies of the book remain and you are welcome to contact Julie Todd if you are interested in reading it.

City Marketing Video

A film crew and consultants were in the library Tuesday, April 13, to film interviews with Mayor Boyles and City Manager Mitnick for a El Segundo business marketing campaign. Sari Brann and Mark Herbert provided copies of photographs for use in the video.

FY 2021-2022 Budget Work to Conclude in June

City Council's second budget study was held May 4, 2021. Finance staff are looking to fix a structural deficit for the upcoming fiscal year, due to in part to Transient Occupancy Tax amounts falling short of projections.

Build Back Boldly Initiative

As proposed by several California legislators, the Build Back Boldly initiative will provide \$1 billion in funding to California's public libraries for modernization and deferred maintenance. The El Segundo Public Library participated in a funding needs survey and we await word on passage of the proposal.

Cultural Arts Coordinator Recruitment

A candidate was offered the Cultural Arts Coordinator position and accepted. They are currently undergoing the final hiring processing and, provided everything clears, will begin work on May 17. An official announcement will follow.

Summer Reading Program

The Summer Reading Program will be virtual again this year, running from June 15 to August 7. The program will support local businesses through gift card incentives, activities and weekly raffle prizes.

Evening Book Club Discussion

Author J. Ryan Stradel will be joining the group online May 26 to discuss his book *The Lager Queen of Minnesota*. Books are available for checkout for anyone wishing to participate in the discussion.

Diverse Reads Challenge

Promoting the core value that libraries are for everyone, Center Street School and Middle School library staff are promoting the “Diverse Reads Challenge” in April and May, which encourages educational and entertaining reading. Students read books on topics listed on a challenge bingo card, including Black, Asian, and Latinx experiences, differently-abled, or taking place in a country other than their own. Prizes will be awarded. The Main library will expand the program to all ages during the Summer Reading Program, with different lists for kids, teens, and adults. Additional Diverse Reads titles will be on display.

Chevron Laptop and Hotspot Grants

Chevron awarded the Friends of the Library a \$4,000 grant for the acquisition of four laptops and mobile hotspots. Library staff are currently working with ITS staff to procure the equipment and make it available for borrowing this summer. These kits can be borrowed for three weeks, allowing users to access the internet outside of the library.

From Our Hearts to Theirs Youth Display

Education staff will collect paper hearts with wishes, love, dreams written on them for graduating students. Wings will be added to the hearts, which will then be hung in Library Park.

Center Street and High School Library Updates

Both school collections have been packed up for storage and construction is anticipated to start in May. Work is expected to be completed in the fall.