



**MINUTES
LIBRARY BOARD OF TRUSTEES
MEETING
VIA ZOOM**

Tuesday, January 12, 2021

A. CALL TO ORDER

Board President Sara Whelan called the meeting to order at 7:03 p.m.

B. ROLL CALL

Board Members Present:

David Jonta, Janice Merva, Kristie Sherrill, and Sara Whelan

City Staff:

Melissa McCollum, Community Services Director, Julie Todd, Senior Librarian, Kristina Kora-Beckman, Senior Librarian, and Jessie LeMay, Executive Assistant

Others:

Sari Brann, History Committee President, Brenda Ross, Friends of the Library President, and Joanne Gen, El Segundo Unified School District Librarian

C. PRESENTATIONS —

1. Cultural Development and Communications Update

Senior Librarian Julie Todd presented the new Community Services Department logo, introduced the Book to Action 2021 Program, and talked about ongoing (virtual) programs, such as Chair Yoga/Meditation and the Evening Book Club as well as upcoming projects and events. Julie reported that the Arts and Culture Advisory Committee presented their workflow to the City Council in December and said that it was very well received.

2. Education and Outreach Update

Senior Librarian Kristina Kora-Beckman presented an overview of the El Segundo Public Library's 2021-22 Racial Equity Plan that includes a two-phased approach and staff development that begins in February. She introduced three new library online services — Kanopy, Novelist Select & Plus, and SCOLA, and provided updates about school library service, school library staff cross-training, and collection reorganization in the main library.

D. PUBLIC COMMUNICATIONS — None

E. APPROVAL OF MINUTES

1. Approval of Minutes of the Board Meeting of November 10, 2020.

MOTIONED by David and SECONDED by Kristie to approve the minutes.
MOTION CARRIED 4-0.

F. SPECIAL ORDERS OF BUSINESS — None

G. NEW BUSINESS — None

H. UNFINISHED BUSINESS — None

I. REPORT — LIBRARY DIRECTOR (No Board Action Required)

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

Library Director's Report — Melissa thanked Julie and Kristina for their detailed reports and ongoing leadership and thanked Mark Herbert and Jessie for doing a “wonderful job” keeping the library running smoothly. She reminded everyone that library highlights and updates are included in a written report submitted with the Board agenda.

Other updates included upcoming library recruitments, the Recreation and Parks Needs Assessment and new services and programming, a Teen Advisory Committee starting in February, and the Acacia Park Playground Improvement project, starting in January with completion estimated in April.

J. REPORT — SCHOOL DISTRICT (No Board Action Required)

- 1. Report on the School Libraries, Including those at El Segundo High School, Center Street Elementary School, Richmond Street Elementary School, and the Middle School.**

School District Librarian's Report — Joanne reported the following updates:

All students, including TK-1, sports conditioning, cohorts of Middle School, and High School students at risk of failing are back to distant learning for the month of January, per LA County recommendation.

Construction projects at El Segundo Unified School District buildings continues.

K. REPORTS — PRESIDENT, FRIENDS OF THE LIBRARY (No Board Action Required)

- 1. Report on Book Sales, Donations, Historical Committee Activities, Special Events, and Other Matters Related to Friends of the Library Business.**

- a. President's Report**

Brenda Ross reported that the Friends meeting will be held before the end of January via Zoom and said the agenda will include budget approval and an election for two positions. She will reach out to Chevron regarding the 2021 Friends grant. Meanwhile, the school has already been in touch with her about a scholarship grant.

Sari Brann, the Friends membership chairperson, reported a total of \$3,955 received from donations and memberships and a total of \$7,175 of donations accumulated since the Cathy Teitelbaum Memorial Fund was established in February 2015. She thanked the community for their generosity.

- b. History Committee Report**

Sari reported fewer requests for assistance have been received but each one was answered as it came in. Sari commended the library staff for doing a good job.

L. BOARD MEMBER COMMENTS

Sara commented that the Home for Holidays event was “truly magical” and said that she really appreciated it.

M. ADJOURNMENT

1. Motion to adjourn

The meeting was adjourned at 7:43 p.m. The next meeting, via Zoom, will be held at 7 p.m. on Tuesday, March 9, 2021.