



**South Pasadena Public Library
SPECIAL MEETING OF THE
LIBRARY BOARD OF TRUSTEES
MINUTES
October 26, 2022**

CONVENE:

President Dean Serwin called the special meeting of the Library Board of Trustees of the South Pasadena Public Library to order in the Library Conference Room on October 26, 2022 at 12:05 p.m. Members of the public attended virtually, via Zoom, as part of the City's in-person/hybrid resumption of in-person meetings.

IN ATTENDANCE:

Trustees Present

F.J. Pratt
Bianca Richards
Dean Serwin

Also Present

Abdulkadir Abdi, BerryDunn Consultant
J.R. Clanton, BerryDunn Consultant
Jason Genck, BerryDunn Consultant
Monique Zieshenne, BerryDunn
Consultant
Barbara Posner, Support Services
Manager
Maida Wong, Public Services Manager
Sean Faye, Administrative Secretary

EXCUSED: Library Director Cathy Billings
Councilmember Diana Mahmud
Board Secretary Annie Chang Long
Trustee Kenneth Gross

PUBLIC COMMENTS:

1. None

PRESENTATIONS:

2. The consultants from BerryDunn presented their engagement findings for the South Pasadena Public Library Strategic Plan, 2023-2027. Engagement began with in-person meetings where the strengths and challenges of South Pasadena were identified. The roles of the Library in relation to the strengths and challenges were then considered and developed. Over 400 people from diverse perspectives and age groups participated in the online survey.

In-person engagement sessions and the survey produced consistent themes. The Library's collection, staff, and grounds received many favorable comments. The open-ended public comments also aligned with the identified themes. Insight provided by Library staff show they

are aware of the community’s needs. Having such a responsive and engaged personnel is a great strength.

The consultants reviewed every comment to create a tiered list of topics to address. Tier One is based on the most frequently mentioned issues. These include facility needs, prioritizing safety, and expanding programs and hours. Tier Two is focused on increasing technology opportunities, growing the collection, and continuing to be mindful of the impacts of COVID 19. Tier Three is dedicated to the Library’s location to evaluate any barriers that may prevent or discourage access.

The Library’s collection could be a strong point to capitalize on. The surrounding Library Park is a unique characteristic and could be utilized for the increased interest in outdoor programming.

The final phase of the strategic planning process will include creating performance metrics for the next five years and updating the Library’s mission statement. The completed Strategic Plan will be a living document.

The consultants shared an example of a recently completed strategic plan for another library, giving the Trustees an idea of what to expect from the South Pasadena Public Library’s final plan document.

Trustees asked whether there were best practices in public libraries related to addressing the issue of homelessness and untreated mental illness. The consultants stated that these are community-wide issues presenting challenges to local governments everywhere and that there is no one-size-fits-all approach or solution. These issues need to be addressed regionally. At the local level the issues need to be addressed interdepartmentally. The impact of homelessness on libraries and the way the library’s role has shifted needs to be recognized and there needs to be strong partnerships between departments so they can work hand in hand on solutions. The consultants also reminded the Board of their role as policy makers. Trustees can review policies and ensure they promote a safe environment for everyone. Finally, design elements can create a more inviting and comfortable facility. The engagement results clearly identified facility issues that need to be addressed, for example better exterior lighting.

NEXT MEETING: The next regular meeting of the Library Board of Trustees will be on Thursday, November 10, 2022 at 7:00 p.m. in the Ray Bradbury Conference Room and by video conference for the public via Zoom.

ADJOURNMENT: President Dean Serwin adjourned the special meeting of the Library Board of Trustees on October 26, 2022 at 12:56 p.m.

Minutes approved DS as written.

Minutes approved _____ as corrected.

DocuSigned by:
DEAN SERWIN
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President

11/14/2022

Date