

MINUTES

BOARD OF LIBRARY COMMISSIONERS CITY OF LOS ANGELES

JANUARY 15, 2009

A Regular meeting of the Board of Library Commissioners was held at the Central Library, 630 West Fifth Street, Los Angeles, CA 90071, convening at 11:00 a.m. on the above-written date.

PRESENT: PRESIDENT TYREE WIEDER
COMMISSIONER ROBERT A. CHICK
COMMISSIONER NELLIE RIOS-PARRA
COMMISSIONER RITA WALTERS

EXCUSED
ABSENT: VICE PRESIDENT JULIE A. MENDOZA

ALSO PRESENT: Kris Morita, Interim City Librarian; Patricia Kiefer, Assistant City Librarian; Deputy City Attorney Basia Jankowski; Shannon Lawrence, Policy Analyst, Mayor's Office; Verdel Flores, Librarians' Guild; and staff.

MINUTES FOR APPROVAL – 12/11/08

MOVED by Commissioner Rios-Parra, seconded by Commissioner Chick, and unanimously carried that the Minutes of the regular meeting held December 11, 2008, be approved as submitted.

CITY LIBRARIAN'S REPORT

MOVED by Commissioner Rios-Parra, seconded by Commissioner Walters and unanimously carried that the following resolutions be adopted:

Recommended Acceptance of Gifts

LIBRARY RESOLUTION NO. 2009-1

RESOLVED, That the gift of customized tables and chairs, valued at \$32,265.65, for the Donald Bruce Kaufman-Brentwood Library public reading room be accepted from the Friends of the Donald Bruce Kaufman-Brentwood Library; and

Library Resolution
No. 2009-1

FURTHER RESOLVED, That a letter of appreciation be sent to the Friends Group expressing the grateful appreciation of the Board of Library Commissioners for their generous contribution.

LIBRARY RESOLUTION NO. 2009-2

RESOLVED, That the gift of reupholstery of nine lounge chairs and fabric cushions, valued at \$4,827.86, for the public reading room areas at the Chinatown Branch Library be accepted from the David and Pearl Louie Family Foundation through the Friends of the Chinatown Library; and

FURTHER RESOLVED, That letters of appreciation be sent to the David and Pearl Louie Family Foundation expressing the grateful appreciation of the Board of Library Commissioners for their generous contribution and to the Friends Group for facilitating the donation.

Recommended Acceptance of Grant
For the First Source Virtual Project

LIBRARY RESOLUTION NO. 2009-3 (C-1)

WHEREAS Library Services and Technology Act (LSTA) grants are available from the California State Library to support technology innovation and resource sharing among all types of libraries; and

WHEREAS said grant funds the continuation and expansion of the First Source Virtual Project which provides Reference Centers, located throughout California, with access to electronic and print resources of the Los Angeles Public Library:

RESOLVED, That the Los Angeles Public Library accept the LSTA grant in the amount of \$313,500 from the California State Library for the continuation and expansion of the First Source Virtual Project in Fiscal Year 2008-2009.

Recommended Cancellation of RFP
For a Mobile Coffee Cart Concession

The Interim City Librarian advised that subsequent to the release of the RFP, staff learned that the L.A. County Health Department requires that mobile coffee carts be stored and cleaned in a commissary built on site or in an approved cleaning facility on a daily basis. It was determined most of our libraries could not accommodate an on-site 10X15 foot cleaning facility that is required for this type of concession.

LIBRARY RESOLUTION NO. 2009-4

WHEREAS, on September 25, 2008, the Board of Library Commissioners approved the issuance of the Request for Proposals (RFP) for a Mobile Coffee Cart Concession at the Branch Libraries as a pilot program, with the Westwood Branch being recommended as the initial site; and

WHEREAS, subsequent to the release of the RFP, staff learned that the Los Angeles County Health Department requires that mobile coffee carts be stored and cleaned on a daily basis in a commissary built on site or in an approved cleaning facility;

WHEREAS, it was determined most of the libraries could not accommodate an on-site 10x15 foot cleaning facility that is required by the county health department for this type of concession; and

WHEREAS, the Board Office received no responses to the Request for Proposals by the deadline on December 17, 2008:

RESOLVED that the Request for Proposals for a Mobile Coffee Cart Concession at the Branch Libraries be cancelled.

RECOMMENDED RECEIVE AND FILE STATUS
REPORT ON LAPL STRATEGIC PLAN 2007-2010

Kris Morita, Interim City Librarian, informed the Board that at this mid-way point in the Library's Strategic Plan 2007-2010 process, over eighty percent of the 150 goals, objectives and activities have been accomplished. Ms. Morita presented a brief overview indicating the Strategic Plan was developed in response to the Mayor's directive that all city departments formulate a strategic plan. In April 2006, the consulting firm of Dubberly Garcia and Associates, Inc. interviewed stakeholders to guide the library in assessing the needs for library resources. Input gathered from the 2005 system-wide Customer Satisfaction Survey from over 10,000 patrons was the groundwork for the Plan as well as feedback from Branch Facilities Plan regional community meetings.

Ms. Morita discussed in detail the status of the goals, objectives and activities in the following categories:

- GOAL 1: Improve our Communities
- GOAL 2: Bring Technology's Benefits to Everyone
- GOAL 3: Help Students Succeed
- GOAL 4: Provide Reading Readiness
- GOAL 5: Support Lifelong Learning
- GOAL 6: Offer New and Popular Materials Now
- GOAL 7: Create a Literate City
- GOAL 8: Expand Cultural Awareness

- INITIATIVE 1: Enhance Existing Library and Create New Ones in Areas that are Currently Underserved
- INITIATIVE 2: Use the Latest Technology to Improve Access to Information, Customer Service, and the System-wide Delivery of Services
- INITIATIVE 3: Provide Collections that Meet Community Needs and Support the Library's Public Service Goals
- INITIATIVE 4: Improve the Efficiency and Delivery of Services
- INITIATIVE 5: Recruit, Train, and Deploy Staff to Provide High-Quality Customer Service to all Library Users
- INITIATIVE 6: Enhance the Partnership with the Library Foundation of Los Angeles to Further Improve Library Services

Board Discussion

Commissioner Walters complimented Ms. Morita and the staff for doing a good job on the Strategic Plan and stated she is looking forward to the results of the patron satisfaction survey to be conducted in 2009-2010.

As a follow up, Commissioner Chick asked whether a professional company is hired to assist with the creation of the survey questions. Ms. Morita responded that a professional company assists them in formulating the questions, and the surveys are administered by librarians and volunteers.

During the discussion, Commissioner Rios-Parra spoke about the importance of maintaining all the restrooms to provide patrons with a safe and welcoming environment, requested that any services supported by the Library Foundation of Los Angeles be highlighted in the Strategic Plan, and asked that a development program for preschool staff, child care providers and teachers be developed with the goal of sharing information about library resources and programs. The Commissioner said the Strategic Plan benefits the entire library system and applauded the Los Angeles Public Library for its adult literacy program and embracing preschool children by offering programs and services that will build a solid foundation as they go onto kindergarten.

The Interim City Librarian indicated an evaluation of library restrooms can be reported to the Board at their quarterly facility maintenance update. Additionally, the matter relative to programs and services supported by the Foundation can be addressed at the January 29 Board meeting. Thereafter, Ms. Morita asked Ilene Abramson, Director of Children Services, to speak about how LAPL has increased partnerships with early literacy providers.

Ilene Abramson advised that a three-hour training was recently held of all LAUSD library aides from schools throughout the City relative to library services. Ms. Abramson is also working directly with an LAUSD School Board Member, in conjunction with preschool partnerships, on a new program "Reading to Learn" which advocates the importance of preschoolers needing to know more about literacy. Further, she spoke about two very successful ongoing programs "Read to Me L.A.", an education workshop for parents with preschoolers and "Early Learning with Families @ LAPL (ELF)", which supports the implementation of enhanced services to families with very young children. Efforts are underway to try and expand the ELF program which currently sets aside a small area in 11 branches for 1-2 year olds for various activities such as storytime, parent training, use of manipulative toys and reading of board books. Lastly, Mrs. Abramson commented that librarians perform outreach services to private and parochial preschools and day care centers.

President Wieder said she appreciates an evaluation of projects that are successful as well as those that did not work because it displays a thoughtful analysis and can be used a guide as the library moves forward in planning the next strategic plan. In addition, relative to staff training, she requested an update in February or March on professional and staff development in terms of how staff can assist the public most efficiently.

In conclusion, the President said partnerships are paramount especially with shrinking budgets. She said working together and not duplicating services, especially with LAUSD, would help maximize resources.

MOVED by Commissioner Rios-Parra, seconded by Commissioner Walters and unanimously carried that the following resolution be received and filed:

LIBRARY RESOLUTION NO. 2009-5

WHEREAS, on February 8, 2007, the Board of Library Commissioners approved the LAPL's Strategic Plan 2007-2010. The Strategic Plan sets forth:

- Goals to further the mission of the Los Angeles Public Library
- Objectives to measure the success of the goals
- Activities to help reach the goals
- Operational initiative to increase the library's efficiencies and effectiveness to achieve its objectives:

Board Resolution
No. 2009-5

RESOLVED that the Board of Library Commissioners receive and file the attached status report on the Los Angeles Public Library Strategic Plan 2007-10.

RECOMMENDED RECEIVE AND
FILE STATUS REPORT ON
SURPLUS VACANT PROPERTIES

Juliana Cheng, Director of Facilities, reported that the Los Angeles Public Library currently has three surplus vacant properties, which are awaiting completion of the sale process before receipt of the proceeds. They are the Old Cypress Park Branch Library, the Old Exposition Park Dr. Mary McLeod Bethune Regional Branch Library and the Old Van Nuys Branch Library.

Old Cypress Park Branch Library, 3320 Pepper Avenue

The Board approved a proposed jurisdictional transfer of this Branch on November 6, 2008 to the Department of Recreation and Parks and they intend to transform the facility into a multi-generational activity center for the Cypress Park area. It will be on the Council agenda tomorrow.

Old Exposition Park Dr. Mary McLeod Bethune Branch Library
3685 South Vermont

The sale was approved on May 19, 2005 by the Board, and in 2008 the City Council ordained that the Branch be sold without notice of sale to the Community Redevelopment Agency (CRA). The CRA plans to develop this property as part of the Exposition/University Park Redevelopment Project Area. The ordinance has been published and should take effect in February of this year so escrow can close.

Old Van Nuys Branch Library, 14555 Sylvan Street

The Board approved the sale on January 12, 2006. The property was sold at auction on November 17, 2008. The new owners plan to develop the space into a law office. Targeted date to close escrow is later this month.

Board Discussion

In reply to a question from Commissioner Rios-Parra about the impact these funds would have on the existing budget, Ms. Morita said most of money would be transferred to the Library Department. She advised Councilmember Parks has expressed an interest securing a portion of the money from the sale of the old Exposition Park Regional Branch for Council District 8.

The President thanked staff for this informative report and confirmed that the Los Angeles Public Library would have no surplus vacant properties by March or April 2009.

ORAL UPDATE ON THE LIBRARY'S BUDGET

Kyle Millager, Business Manager, reported that the current year budget has been reduced an overall total of 4%. The reductions will not significantly impact library services as they will come primarily from salary savings realized because of the hard hiring freeze. In order to generate additional savings, the library has reduced office supply purchases, binding of books, repairing of equipment, and have minimized alterations improvements or repairs to branch libraries to only those that are critical health and safety issues. Ms. Millager emphasized staff is continuing to manage the library's budgeted resources.

The President spoke of the importance of maintaining improvements and repairs of library facilities whenever possible because in the long run it would be more cost effective.

ORAL UPDATE ON THE CITY LIBRARIAN SEARCH

Al Clark, Human Resources Director, presented an update on the City Librarian search. He advised that the consultant provided a pool of twelve eligible candidates to the Mayor's office. It is anticipated this pool is going to be broken down into six to eight candidates who will interview with the Mayor's panel the end of January or first part of February. Following the Mayor's appointment, the person will proceed to City Council's confirmation hearing.

(TAKEN OUT OF ORDER)

PUBLIC COMMENTS ON MATTERS WITHIN THE BOARD'S JURISDICTION:

(In accordance with Board Policy, a total of 15 minutes shall be allocated for public comment not to exceed three (3) minutes per speaker. Items arising during the public comment portion of the meeting shall be referred by the President to the staff or Board Committee for appropriate action or report back thereon to the Board.)

Public Comment

Viper Mackay, patron, stated there have been problems at the Hollywood Regional Branch with a security guard assaulting people. She said they have complained to the Sergeant and Chief of Security. Additionally, she stated the security guard does not have his Bureau of Security and Investigative Services license.

Commissioner Chick stated since the Brown Act prohibits the Board from discussing items under general Public Comment, he is asking Ms. Mackay provide more information to administrative staff and a report be submitted to the Board for the meeting of January 29, 2009.

VARIOUS COMMUNICATIONS: NONE

ANNOUNCEMENTS

Library Foundation of Los Angeles

Commissioner Rios-Parra acknowledged the outstanding programs sponsored by the Library Foundation and the Los Angeles Public Library. She said they are much needed.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 12:20 p.m.

ATTEST: _____

Tyree Wieder
President

Gladys L. Senac
Board Executive Assistant

Date to be approved:

January 29, 2009