

**MINUTES**  
**BOARD OF LIBRARY COMMISSIONERS**  
**CITY OF LOS ANGELES**

**November 20, 2014**

A Regular Meeting of the Board of Library Commissioners was held at the Central Library, 630 West 5<sup>th</sup> Street, Los Angeles, CA 90071, convening at 11:07 a.m. on the above-written date.

<b>PRESENT:</b>	PRESIDENT	JOSEFA SALINAS
	VICE PRESIDENT	BICH NGOC CAO
	COMMISSIONER	GREGORY BETTINELLI
	COMMISSIONER	MAI LASSITER
	COMMISSIONER	RITA WALTERS

**EXCUSED**

**ABSENT:** NONE

**ALSO PRESENT:** John F. Szabo, City Librarian; Kris Morita, Assistant General Manager; Elaine Owens-Sanchez, Analyst, CAO's Office; Basia Jankowski, Deputy City Attorney; and staff.

**MINUTES FOR APPROVAL – 10/30/14 Regular Meeting**

MOVED by Vice President Cao, seconded by Commissioner Walters, and unanimously carried that the Minutes of the Regular Meeting held October 30, 2014, be approved as submitted.

Recessed at 11:10 a.m. for Special Meeting. Reconvened Regular Meeting at 12:38 p.m.

**PUBLIC COMMENTS ON MATTERS**

**WITHIN THE BOARD'S JURISDICTION:** None.

**CITY LIBRARIAN'S COMMENTS**

**AND ANNOUNCEMENTS**

City Librarian John F. Szabo reported on new and past events, including the following:

LAPL Among Top Five Libraries offering E-content: OverDrive, which is the primary provider for LAPL's e-content, recently announced that the Los Angeles Public Library rates among the top five libraries in the nation in offering downloadable e-content.

California Library Association's Annual Conference: Six staff members gave presentations at this conference. They shared their expertise and knowledge about the Library.

Library Map Collection Exhibit for Display at City Hall Bridge: The Library's Map Librarian is working on a map exhibit that will soon be displayed at the City Hall Bridge. Currently, the Library has a display just outside the Controller's Office at City Hall.

Outreach Efforts for Library Card Sign Ups: Most recently, library card sign ups have been held at the Union Station; California State University, Dominguez Hills (over 3,000 attendees stopped by the Library booth); and at an open house at the Central Library. Also, there has been outreach through social media with photo postings of people getting their library card. It has been fantastic.

Small Business Program: The Library, working with the Mayor' Office on Economic Development, hosted Small Business Entrepreneurship Workshops that were held at the Studio City Branch, Central Library, and at the Pio Pico Koreatown Branch, where it was offered in Korean.

Recorded Programs on LAPL's YouTube Channel: "Turn up the Radio - Rock Pop and Roll in Los Angeles, 1966 through 1972", "Land of a Million Pagodas - Burmese Cooking", and "It's Not Magic, It's Science."

Poetry Program: The Hyde Park Branch Library held a terrific poetry program with the Youth Poet Laureate in attendance.

City Librarian attended International Conference in Taiwan

City Librarian John Szabo reported that recently he spoke at an international conference in Taiwan where he talked about the excellent services the Library is providing in Los Angeles, particularly around programs that tie directly to big issues in the communities such as citizenship, public health programming and also how public libraries in general are moving from passive learning organizations to more active measurable learning organizations.

CITY LIBRARIAN'S REPORTS:

It was MOVED by Commissioner Walters, seconded by Vice President Cao, and unanimously carried that the following resolutions be adopted:

Recommended Acceptance of Gifts

LIBRARY RESOLUTION NO. 2014-43 (C-38)

RESOLVED, that the gift in the amount of \$15,000 from the Friends of the Platt Library to purchase library materials for the Platt Branch Library be accepted; and

FURTHER RESOLVED, That a letter of appreciation be sent to the Friends of the Platt Library expressing the grateful appreciation of the Board of Library Commissioners and staff for the generous gift.

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LIBRARY RESOLUTION NO. 2014-44 (C-39)

RESOLVED, that the gift in the amount of \$5,000 from Mr. Shahriyar Rahmati to the Business & Economics Department of the Central Library to purchase library materials be accepted; and

FURTHER RESOLVED, That a letter be sent to Mr. Rahmati expressing the grateful appreciation of the Board of Library Commissioners and staff for the generous gift.

FURTHER RESOLVED, That the funds be deposited in Fund 300, Books and Materials Account for the Business & Economics Department, Central Library.

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LIBRARY RESOLUTION NO. 2014-45 (C-40)

WHEREAS, The Gaffey Street project in San Pedro is part of Mayor Garcetti's Great Streets Initiative. The Los Angeles Neighborhood Initiative (LANI) is the project manager and RRM Design Group was selected by a group of San Pedro stakeholders to be the contractor for the Gaffey Street project; and

WHEREAS, RRM Design applied and won a grant from Redbox's Outside the Box community initiative. The purpose of the grant is for libraries to give people an opportunity to use library resources outside the library in order to bring people together and strengthen communities:

RESOLVED, that the gift from RRM Design Group and the Los Angeles Neighborhood Initiative (LANI) consisting of outdoor library furniture (27 bistro tables, 24 bistro chairs, 6 patio umbrellas and 4 canopies), valued at \$4,536.20, to the San Pedro Regional Branch Library for outdoor community programming as part of the Great Streets Initiative on Gaffey Street be accepted; and

FURTHER RESOLVED, That a letter of thanks be sent to RRM Design Group and the Los Angeles Neighborhood Initiative (LANI) for their donation.

Approval of Transfer of Funds from the  
Library Foundation of L.A. to the Library

City Librarian John F. Szabo recommended approval of the transfer of funds from the Library Foundation of Los Angeles to the Library Department. He stated that annually the Library Foundation transfers funds from the Muriel Pollia Foundation Fund and the Righteous Persons Foundation Fund to purchase materials to enhance the collections specified in each of those funds.

LIBRARY RESOLUTION NO. 2014-46 (C-41)

RESOLVED, that \$6,500 be transferred from the Library Foundation of Los Angeles and deposited in the Fiscal Year 2014-15 Library Department Budget, Fund 300, Account 9010, Library Materials, from the following funds:

- \$3,000 from the Muriel Pollia Foundation fund to maintain and develop the Asian Religion and Philosophy Collection of the Central Library;
- \$3,500 from the Righteous Persons Foundation Fund to maintain and develop the Judaism Collection of the Social Science/Philosophy/Religion Department of the Central Library; and

FURTHER RESOLVED, that these funds will be used in accordance with the guidelines specified by the Muriel Pollia and Righteous Persons Foundations.

Recommended Transfer of Funds to Salaries-As-Needed  
And Mileage/Transportation Expense Accounts

LIBRARY RESOLUTION NO. 2014-47 (C-42)

WHEREAS, a transfer of funds is necessary to ensure that sufficient resources are available for the remainder of this fiscal year to staff public service desks and posts to fill-in for vacancies or when staff members are sick, on jury duty or on vacation. Also, due to delays in hiring permanent staff, the Library has had to rely on substitute staffing to backfill positions; and

WHEREAS, the Los Angeles Administrative Code and labor/management MOUs mandate mileage reimbursements when employees are required to use their personal vehicle to conduct City business. A transfer of funds to the Transportation Expense Account is necessary to reimburse employees for this fiscal year:

RESOLVED, that \$1,620,000 be transferred from Account 1010 Salaries-General to the following accounts within the Library's Fiscal Year 2014-15 Budget, Fund 300, Department 44, as indicated below:

<u>Amount</u>	<u>From</u>	<u>To</u>
\$1,600,000	Acct. 1010, Salaries General	Acct. 1070, Salaries As-Needed
<u>20,000</u>	Acct. 1010, Salaries General	Acct. 3310, Mileage/Transportation
\$1,620,000		

VARIOUS COMMUNICATIONS: None.

COMMISSIONERS' COMMENTS &  
REVIEW OF MATTERS PENDING:

Update on Strategic Plan Presentation

The City Librarian stated that the strategic plan presentation would be on the December 4 agenda. Vice President Cao requested that it be moved to December 18<sup>th</sup> since she would not be able to attend the meeting on December 4th.

Proposed Library Budget for FY 2015-16

The City Librarian stated that the Proposed Library Budget for FY 2015/16 will be on the December 4<sup>th</sup> agenda.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:44 p.m.

ATTEST: \_\_\_\_\_

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Josefa Salinas  
President

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Raquel M. Borden  
Board Executive Assistant

Approved: December 4, 2014