

# MINUTES

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

**MAY 24, 2012**

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 11:00 a.m. on the above-written date.

<b>PRESENT:</b>	PRESIDENT	TYREE WIEDER
	VICE PRESIDENT	MARSHA HIRANO-NAKANISHI
	COMMISSIONER	PAULA MADISON
	COMMISSIONER	EDUARDO TINOCO
	COMMISSIONER	RITA WALTERS

### **EXCUSED**

**ABSENT:** NONE

**ALSO PRESENT:** Kris Morita, Assistant General Manager; Basia Jankowski, Deputy City Attorney; Kenneth S. Brecher, President, Library Foundation of Los Angeles; Roy Stone, President, Librarians' Guild; Jason Killeen, CAO; Lt. Brian Raffish, LAPD; Dolores Roybal Saltarelli, Bryan Pennington, Ann Kerman, Girish Roy, and Ginny Brideau from the Los Angeles County Metropolitan Transportation Authority; and staff.

### MINUTES FOR APPROVAL – 5/10/2012

MOVED by Commissioner Walters, seconded by Commissioner Tinoco and unanimously carried that the Minutes of the regular meeting held May 10, 2012, be approved as submitted.

### **PUBLIC COMMENTS ON MATTERS**

WITHIN THE BOARD'S JURISDICTION: NONE

### CITY LIBRARIAN'S REPORTS

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

#### Recommended Acceptance of Gifts

#### LIBRARY RESOLUTION NO. 2012-22 (C-18)

RESOLVED, That the following gifts to the "Hot Off The Press" Program for Fiscal Year 2012/2013 be accepted from the following donors; and

Board Resolution  
No. 2012-22 (C-18)

\$6,000.00	From the Friends of the Kaufman Brentwood Library
\$6,000.00	From the Friends of the Mid-Valley Regional Library
\$6,000.00	From the Sherman Oaks Friends of the Library
\$3,000.00	From the Friends of the John C. Fremont Branch, Los Angeles Library Association
\$3,000.00	From the Friends of the Los Feliz Library
\$3,000.00	From the Friends of the Mar Vista Library
\$3,000.00	From the Pacific Palisades Library Association to the Palisades Branch Library
\$3,000.00	From the Friends of the Palms-Rancho Park Library
\$3,000.00	From the Friends of Venice Library
\$3,000.00	From the Friends of the Will & Ariel Durant Branch

FURTHER RESOLVED, That a letter of appreciation be sent to the donors expressing the grateful appreciation of the Board of Library Commissioners for their continued support of the “Hot Off The Press” Program at their branch library.

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LIBRARY RESOLUTION NO. 2012-23

RESOLVED, that the gift consisting of window blinds plus installation, valued at \$1,580.67, received from the Friends of San Pedro Regional Branch Library for donation to the San Pedro Regional Branch Library be accepted; and

FURTHER RESOLVED, that a letter of appreciation be sent to the donor expressing the grateful appreciation of the Board of Library Commissioners and staff for their generous donation.

Transfer of Funds

LIBRARY RESOLUTION NO. 2012-24 (C-19)

WHEREAS, a transfer of funds is necessary to ensure that sufficient resources are available for the remainder of this fiscal year to employ substitutes; and

WHEREAS, the Library Department utilizes substitute librarians, clerks and other staff to fill-in for regular staff who are unable to report to work due to illness, vacation, jury duty or other reasons:

RESOLVED, that \$100,000 be transferred from Account 1010 Salaries-General to Account 1070, Salaries As-Needed within the Library’s Fiscal Year 2011-12 Budget, Fund 300, Department 44.

**RECOMMENDED RECEIVE AND FILE MTA  
REGIONAL CONNECTOR PROJECT STATUS REPORT**

(On April 26, 2012, the Board of Library Commissioners requested that staff closely monitor the Regional Connector Project and keep the Board updated)

Kris Morita, Assistant General Manager, reported that the Los Angeles County Metropolitan Transportation Authority (LACMTA) Regional Connector Project is a 1.9 fully underground Light Rail Transit line that will connect the Metro Gold Line to the Metro Blue Line and the Metro Expo Line. As part of the project, construction is slated for Flower Street between 5<sup>th</sup> and 6<sup>th</sup> Streets in front of the Central Library. She mentioned it is possible that construction may close the main driveway to the Central Library's loading dock and the West Lawn Garage, where staff and patrons park. Ms. Morita said the Library Department submitted a letter to the MTA Board requesting that the following mitigation efforts be considered and approved 1) that the Flower Street entrance to the West Lawn Garage and Library loading dock remain open and accessible during construction, and 2) upon completion of the project, any impacted areas in the Maguire Gardens be returned to their original or improved state.

The Assistant General Manager introduced Dolores Roybal Saltarelli, Transportation Planning Manager, and Bryan Pennington, Executive Officer, Project Management, from the Metropolitan Transportation Authority (MTA), who could not be present at the April 26<sup>th</sup> Library Commission Meeting because the MTA Board Meeting was held concurrently.

Dolores Roybal Saltarelli stated they are fully committed to being good partners with the Library in maintaining access to the Central Library, and being very careful with their construction activity and temporary removal of trees.

*President Wieder and Commissioner Madison arrived at 11:10 a.m*

Bryan Pennington discussed their attention to detail in removing and replanting trees, the importance of sustaining a clean construction environment, and maintaining vehicular access during the construction period, particularly parking access. He indicated they would continue to have an ongoing dialogue with Library staff about mitigation efforts and to ensure concerns are addressed. Mr. Pennington introduced Ann Kerman, Community Relations Manager, and Girish Roy, Deputy Executive Officer, Project Management, the key MTA contacts for the Library Department.

**Board Discussion**

Questions were raised by the Commissioners concerning replacement of new trees (should that be needed), anticipated project start date, noise from tunnel boring, and public safety concerns relative to above-ground construction work.

Mr. Pennington responses are summarized as follows: a) An arborist would be involved, however, if a tree cannot be replanted, they will plant a new tree that will be satisfactory to the library; b) Work will be done in two phases, with the first phase (utility work) probably starting toward the end of this year, and the main contract work most likely commencing in the fall of next year; c) Noise from tunnel boring should be relatively quiet; d) Mitigation measures relative to above-ground construction work such as lights and sidewalk have to be developed.

Commissioner Tinoco requested a more detailed report when they start rolling out phase one. Mr. Pennington stated they would be happy to do so; however, the dialogue with the Library Department has to happen fairly soon, and they would like to keep the Board updated as needed in order to have an opportunity to respond to any of their concerns.

Commissioner Walters stated she is pleased that Ms. Ann Kerman, who was a longtime City employee and performs high quality work, will be the MTA liaison with the Library Department.

**BOARD ACTION:**

MOVED by Commissioner Madison, seconded by Commissioner Tinoco and unanimously carried that the informational report on the MTA Regional Connector Project be received and filed.

RECOMMENDED RECEIVE AND FILE STATUS  
REPORT ON THE OFFICE OF PUBLIC SAFETY  
CONSOLIDATION OF SECURITY OPERATIONS INTO  
THE LOS ANGELES POLICE DEPARTMENT

(Continued from the Board of Library Commission Meeting of May 10, 2012)

Kris Morita, Assistant General Manager, reported that the Office of the City Administrative Officer (CAO) issued a report on April 17, 2012, on the Office of Public Safety (OPS) Consolidation into the Los Angeles Police Department. She said OPS would become a new and unique division within LAPD called the Security Services Division. Last week the City Council approved the consolidation in concept and the budget in connection therewith. Ms. Morita stated library management has met with LAPD three times to discuss transition issues and yesterday's meeting included members of the Librarians' Guild.

The Assistant General Manager introduced Jason Killeen, Administrative Analyst II, CAO and Lt. Brian Raffish, LAPD.

Mr. Killeen said in Fiscal Year 2009/2010 a working group consisting of representatives from the CAO, the Office of the Chief Legislative Analyst, General Services Department and LAPD was formed to determine the feasibility of consolidating the General Services Department's OPS into LAPD. After those meetings concluded, LAPD started meeting with General Services to determine what the function would look like within LAPD, and a document was transmitted by LAPD to the CAO. Thereafter, the CAO completed their own report which recommended a cut and paste approach.

**Board Discussion**

Commissioner Walters inquired, insofar as the human relations component, if LAPD has made any plans for bringing OPS and LAPD together to smooth the transition. Further, she asked if LAPD has expressed any concerns in terms of accepting and making comfortable the integration, taking into account the developmental needs on either side.

Lt. Raffish said it is very much anticipated that there will be cross training where a lot of interaction between the organizations will take place to ensure the culture of the two organizations come together. He added that there are no concerns as far as the integration, and LAPD is moving full speed ahead on making this plan work. Once the Police Department has met with and heard all the concerns of the labor groups, Lt. Raffish noted, they will be reporting to the City Council within 30-90 days with a timeline for how this is going to be phased in.

President Wieder emphasized her concerns have to do with LAPD developing a relationship with library staff and the priority level and response time when an incident call comes in. In addition, she stated our libraries are very neighborhood oriented and the Police Department has some neighborhood functions so making sure those two go together is very important.

Lt. Raffish pointed out as they decentralize the OPS patrol function, the LAPD Areas of command will be able to respond. He said they also have Senior Lead Officers and are hopeful they will be able to keep a Senior Lead function within Security Services Division and continue those relationships.

Commission Madison underscored public safety incidents in libraries are a big concern. They cause disruptions and can create issues because libraries are public settings where the community gathers, so the priority these calls receive is of tremendous importance to the library and its patrons. It is imperative that because this small group gets absorbed by a large group the sensitivity to these library-related public safety incidents not be dissipative.

Lt. Raffish advised OPS personnel would be doing exactly the same job they are doing now since they understand the issues that affect the library on a daily basis. He added as far as patrol response and how calls are going to be prioritized that has to be discussed. He indicated, though, response time will be much faster because they have Community Police Stations throughout the City.

Assistant General Manager Morita informed the Board that Library management is going to meet with Captain Phillip Trotter periodically. In previous conversations, they talked about his commitment to the library and spoke about the library's expectation as to how LAPD would respond to calls.

**Public Comments**

Roy Stone, President, Librarians' Guild, said they appreciated the meeting yesterday with Captain Trotter and hope they will continue to be included in discussions, as well as any portions of MOU meetings. They did discuss many of the same concerns brought up at this meeting. The Librarians' Guild want to make sure the transition works well with LAPD at all levels and in all their Area Stations for making libraries safe. He said public safety incidents do happen. For instance, they don't want a call about a mentally ill person disrupting library services not to be treated as a priority.

In addition, Mr. Stone said LAPD has to be cognizant that issues may arise. This is a different unit being integrated and that concept is important.

President Wieder requested that the Board be kept updated especially on the issue of response time to library staff calls for assistance. The President stated she looks forward to working together with the Los Angeles Police Department.

**BOARD ACTION**

MOVED by Commissioner Walters, seconded by Vice President Hirano-Nakanishi and unanimously carried that Status Report on the Office of Public Safety Consolidation of Security Operations into the Los Angeles Police Department be received and filed.

**RECOMMENDED RECEIVE AND FILE THE  
LIBRARY STORE FINANCIAL STATUS REPORT**

The Board thanked Theresa Morrison, Chief Financial Officer, and Christine Romero, Library Store Manager, Library Foundation of Los Angeles (LFLA) for the detailed 10-year financial chart on the Library Store, which puts the analysis (gross sales, cost of goods sold, salary and benefits, sales discounts, credit cards fees, rent paid to LAPL/five percent commission paid to the Library and net to LFLA) into perspective and responds to their previous questions.

**BOARD ACTION:**

MOVED by Commissioner Madison, seconded by Commissioner Tinoco and unanimously carried that the Library Store Financial Status Report be received and filed.

**VARIOUS COMMUNICATIONS:** NONE

**COMMISSIONERS' COMMENTS &  
REVIEW OF MATTERS PENDING**

June 7, 2012 Board Meeting

Ms. Morita stated Interim City Librarian Susan Kent will initiate a discussion on strategic planning at the upcoming June 7<sup>th</sup> meeting.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 11:58 a.m.

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

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Tyree Wieder  
President

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Gladys L. Senac  
Acting Board Executive Assistant

Date to be approved:

June 7, 2012