

MINUTES

BOARD OF LIBRARY COMMISSIONERS CITY OF LOS ANGELES

October 11, 2012

A Regular meeting of the Board of Library Commissioners was held at the Alma Reaves Woods – Watts Branch Library, 10205 Compton Avenue, Los Angeles, CA 90002, convening at 11:02 a.m. on the above-written date.

PRESENT: PRESIDENT MARSHA HIRANO-NAKANISHI
 COMMISSIONER EDUARDO TINOCO
 COMMISSIONER RITA WALTERS
 COMMISSIONER TYREE WIEDER

EXCUSED

ABSENT: VICE PRESIDENT PAULA MADISON

ALSO PRESENT: John F. Szabo, City Librarian; Kris Morita, Asst. General Manager; Roy Stone, President, Librarians’ Guild; Henry Gambill, Executive Vice President, Librarians’ Guild; Basia Jankowski, Deputy City Attorney; Ken Brecher, President, Library Foundation of Los Angeles; Daisy Ybarra, Constituents Services Representative, Council District 15th; and staff.

COUNCIL DISTRICT 15 (Out of Order)

President Hirano-Nakanishi welcomed Daisy Ybarra, Constituent Services Representative for Council District 15, who attended on behalf of Councilman Joe Buscaino.

Ms. Ybarra welcomed everyone to the Watts Community. She said that the community as well as the Watts branch had come a long way, and since her office is across from the branch she is able to work closely with the Senior Librarian on library issues. She mentioned that she also gets contacted by Ms. Alma Reaves Woods who wants to make sure that branch grounds are well maintained.

MINUTES FOR APPROVAL – 9/13/12 Regular Meeting

MOVED by Commissioner Tinoco, seconded by Commissioner Wieder, and unanimously carried that the Minutes of the Regular Meeting held September 13, 2012, be approved as submitted.

MINUTES FOR APPROVAL – 9/27/12 Regular Meeting

MOVED by Commissioner Wieder, seconded by Commissioner Tinoco, and unanimously carried that the Minutes of the Regular Meeting held September 27, 2012, be approved as submitted.

REMARKS BY THE CENTRAL/SOUTHERN AREA MANAGER
AND THE ALMA REAVES WOODS – WATTS BRANCH SENIOR LIBRARIAN

Southern/Central Area Manager

Kren Malone, Central/Southern Area Manager, introduced the following Senior Branch Librarians from the Area: Denice Nossett, Wilmington Branch; Martha Cherod, Vermont Square; Heawon Paick, Junipero Serra; David Tullanian, Angeles Mesa; David Ellis, San Pedro Regional, John Pham, Harbor Gateway; and Ana Campos, Vernon Branch.

Ms. Malone reported that the Central/Southern area is comprised of 13 branches and is represented by Council Districts 8, 9, 10 and 15. She spoke of the programs offered throughout the Area, such as summer reading for children and teens, with over 5,000 children and teens joining the program which it had the largest number of participants this year. She highlighted the new Citizenship Program and the five literacy centers in the region (Exposition Park, Wilmington, Jefferson, Junipero Serra, and Watts Branch).

Ms. Malone stated that the young adult and children librarians conduct school outreach at elementary, middle and high schools, noting that seven of those schools are in the partnership program. She said staff also makes a concerted effort to participate in community events, for example, Acting Senior Library Martha Sherod from the Wilmington Branch worked with United Way to secure ten authors to participate in the Wilmington Book Festival. In addition to that, staff participates in the Leimert Park Book Festival every year, and this upcoming Saturday they will participate for the second year at La Feria Festival to promote library programs.

Ms. Malone informed the Board that two years in a row the region had been recipient of Eureka Grants. This year's recipient was Madeleine Kerr, Children's Librarian II at the Exposition Park Branch, who helped create a poetry workshop for teens and resulted in the publishing of a poetry book. The previous year recipient was Sarah Vantrease, Children's Librarian, for setting up a study area for teens at the Angeles Mesa Branch. She also mentioned that the Mark Twain Branch was one of the first recipients to receive additional equipment for their Student Zone, which included four additional laptops, a printer, and a projector to assist students after school hours. Furthermore, in an effort to promote the Student Zones, staff from the Mark Twain, Angeles Mesa, Wilmington, as well as staff from Central Library were able to create a YouTube video that is now in the Internet.

In closing, Ms. Malone reported that there are currently over 100 volunteers and 10 friends groups in the Area. The newest group was formed at the Exposition Park. She said the friends groups in the Area are very active and faithful in providing and paying for programs, and raising funds, including book sales.

Senior Branch Librarian

Robert Thornhill, Senior Librarian, welcomed the Board to the Alma Reaves Woods – Watts Branch Library. He spoke about the programs provided at the branch and highlighted the Kim Edwards Children’s Library Collection, a special collection created in memory of a teacher who was much beloved in the community. He also mentioned that Ms. Alma Reaves Woods, whom the branch was named after, was very instrumental in building the Branch and has set up beautiful displays throughout the branch.

Mr. Thornhill reported that among some of the special programs offered at the branch are sign language classes, financial literacy, and English conversation. The branch offers a lot of materials in Spanish, since the half of the population in the community is Spanish Speaking. He said that the young adult librarian holds teen council activities every week and she has built very good rapport with the teens and gets good attendance at every meeting. Furthermore, the branch has a good relationship with the Watts Towers Art Center. LACMA comes every week to provide art classes for families and children. He concluded by stating that he is very proud to be part of this community.

Commissioner Wieder commented that this past weekend she had received a bookmark with the Kim Edwards Collection information from Ms. Madelyn Nance, a family friend, and asked her to take a photo of the collection to send to Kim Edwards mother, who lives in Seattle. Commissioner Wieder said she had belonged, at a different time, to the same Girl Scout Group 1042 that Kim also had belonged to. She commended staff for the beautiful display of the collection.

PUBLIC COMMENTS ON MATTERS

WITHIN THE BOARD’S JURISDICTION: None.

**CITY LIBRARIAN’S COMMENTS
AND ANNOUNCEMENTS**October 15, 2012 – Press Conference on the Restoration of Service Hours

John Szabo, City Librarian, reminded everyone of the Mayor’s press conference scheduled for Monday, October 15, 2012, at 10:30 a.m. to celebrate the restoration of service hours, which will increase hours on Monday and Wednesday evenings as well as Friday mornings. The press conference will advertise the new hours to the public.

October 27, 2012 – Friends of the Library Groups Appreciation Breakfast

Mr. Szabo announced that all LAPL Friends groups have been invited to attend an appreciation breakfast on October 27 at the Central Library, in recognition of all the good work they do in providing financial support, volunteerism, and advocacy for the Library. Also, the Volunteer Services staff will be providing a brief seminar on how to do on-line book sales, which is becoming very popular among friends groups across the country.

Mr. Szabo said he is looking forward to meeting the many friends because they are wonderful ambassadors for the Library and would like to thank them personally.

Banned Books Week

Mr. Szabo mentioned that Banned Books Week was last month and a successful program was sponsored by acting Senior Librarian Patrick Xavier of the Cypress Park Branch, who planned a very unique program around a recent publication called, “*Ban This! The BSP Anthology of Xicano Literature.*” He said the event attracted 20 authors, 10 of them being represented in the anthology. Also present were Councilman Ed Reyes along with Chicano historian Rudy Acuña. In all, about 160 people attended this excellent discussion on censorship and the book.

Teen Read Week

The City Librarian announced that Teen Read Week starts next week and it coincides with the extension of library hours. He said he was very impressed with the Young Adult Librarians who have assembled 20 young adult authors to have panel discussions at the Central Library’s Teen Scape and 18 different programs at branch libraries throughout the system. He remarked that this will be a wonderful experience for young people who will have the opportunity to interact with young adult authors to asked them questions about their work and characters in their books.

Public Library Technology Videos

Mr. Szabo reported that the Melinda and Bill Gates Foundation asked seven libraries across the country to record videos on how public library technology is impacting the lives of the members of the communities they serve. The Los Angeles Public Library was one of the seven libraries selected, with the Benjamin Franklin and Chinatown branches being highlighted on the videos in which staff and community residents are featured talking about the importance of library technology and transforming lives. The Benjamin Franklin video was entitled, “*Libraries and Intellectual Paradise,*” and the Chinatown Branch Library video was entitled, “*Libraries and the New Home for the American Dream.*”

Library Budget for Fiscal Year 2013/14

Mr. Szabo informed the Board that the Library has received instructions from the Mayor's Office to begin the process for the Fiscal Year 2013/14 budget. He said staff is working on the Library's proposed budget that they will be presented for the Board's review and approval on November 8.

Library Store Designated as Best Gift Shop in L.A.

The City Librarian congratulated the Library Foundation of Los Angeles because the Library Store at the Central Library was designated as best gift shop in all of L.A. by L.A. Weekly. He said it was certainly well deserved and congratulated Foundation staff for the making the store a wonderful space that gives another reason to visit the Central Library.

CITY LIBRARIAN'S REPORTSRecommended Acceptance of Gift

MOVED by Commissioner Tinoco, seconded by Commissioner Wieder, and unanimously carried that the following resolution be adopted:

LIBRARY RESOLUTION NO. 2012-43

RESOLVED, that the gift consisting of two new lounge chairs for the Memorial Branch Library, valued at \$1,414.06, be accepted from the Friends of the Memorial Branch Library; and

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

RECOMMENDATION TO APPROVE TRANSFER
OF FUNDS FROM THE LIBRARY FOUNDATION
TO THE LOS ANGELES PUBLIC LIBRARY

City Librarian John F. Szabo recommended the transfer of \$6,500 from the Library Foundation of Los Angeles to the Library. \$3,000 is from the Muriel Pollia Foundation. Its purpose is to further develop the Asian Religion and Philosophy Collection at the Central Library. \$3,500 is from the Steven Spielberg's Righteous Persons Foundation and it is to develop the Judeo Collection at the Central Library. He remarked that the Central Library has one of the most significant collections of philosophy and religion titles of any public library in the United States.

It was MOVED by Commissioner Wieder, seconded by Commissioner Walters, and unanimously carried that the following resolution be adopted:

LIBRARY RESOLUTION NO. 2012-44 (C-33)

RESOLVED, that \$6,500 be transferred from the Library Foundation of Los Angeles and deposited in the FY 2012-13 Library Department Budget, Fund 300, Account 9010, Library Materials:

- \$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.

RECOMMENDATION TO ACCEPT
CALIFORNIA LIBRARY LITERACY
SERVICES GRANT FOR FY 2012/13

The City Librarian recommended acceptance of a grant from the California State Library in the amount of \$133,887 for the Adult Literacy Program. He said Board approval was required in order for the award funds to be activated. He pointed out that the Library had in this type of grant in previous years, but it did not receive it last year. He said the Library Foundation provided the funding last year to maintain the Adult Literacy Program services at the same level.

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

LIBRARY RESOLUTION NO. 2012-45 (C-34)

WHEREAS, on August 27, 2012, the California State Library announced that the Los Angeles Public Library Adult Literacy Program was eligible for a grant; and

WHEREAS, The Los Angeles Public Library and the Library Foundation of Los Angeles provide matching funds to be eligible for this grant:

RESOLVED, that the Board of Library Commissioners accepts the California Library Literacy Services (CLS) grant in the amount of \$133,887 for the Los Angeles Public Library's Adult Literacy Program for Fiscal Year 2012/2013.

RECEIVE AND FILE INFORMATIONAL
REPORT ON THE AUTOMATIC
RENEWAL OF LIBRARY CARDS

City Librarian John Szabo stated that in response to the Board's request at its July 26, 2012 Board Meeting, staff has explored ways of expediting the renewal process for Library cards, which has resulted in the development of a software program by Library Information Technology staff that would allow renewal of library cards in the following manner:

- Patrons will be notified via e-mail 30 days prior to the expiration of their library card.
- Patrons will be able to reply and confirm their information and submit change of address via a linked secure web form.
- Patron's library card will be extended for another 3-year term upon submittal of the information.

Mr. Szabo said that testing of the program would begin by end of the year and he is confident that this new process is a proactive way to providing better customer service. He thanked Steve Newcomer, Director of Collections and Information Technology, and his staff for developing this new program.

Board Discussion

Commissioner Tyree Wieder asked if patrons who have a significant amount of dues in their record will have their library card renewed.

Mr. Szabo replied that staff is also looking into e-mailing patrons that owe \$5 or more. Patrons in good standing are those who owe \$5 or less and will be able to renew their cards.

In response to Commissioner Tinoco's concern about security of the information received via e-mailed, Mr. Newcomer said that all those concerns are being taking into consideration in the development of program.

Commissioner Wieder stated that this new process addresses Vice President Madison's request to allow patrons to renew their library cards without having to personally come to the Library.

President Hirano-Nakanishi said that the new renewal system would fit in with the online users.

Mr. Szabo stated that it is the intent of the Library to make it as easy as possible for patrons to make use of library services and to renew their library cards, but also wants to make sure that it has a patron database that is accurate.

BOARD ACTION

It was MOVED by Commissioner Wieder and seconded by Commissioner Tinoco, and unanimously carried that the Report on the Renewal Process for Library Cards be received and filed.

**RECEIVE AND FILE INFORMATIONAL REPORT
REPORT ON THE LAPL'S RARE BOOKSCOLLECTION**

City Librarian John Szabo stated that in response to the Board's request at the September 27, 2012 Board Meeting for information about the Rare Books Collection budget and criteria for the for placing items in that collection, he reported that currently there is no acquisition budget for the Rare Books Collection.

Mr. Szabo informed the Board that the books and items in the Rare Books Collection have been acquired as gifts from donors or from the various subject departments at the Central Library and placed in the Rare Books Collection in accordance with the American Library Association guidelines.

Commissioner Walters thanked Mr. Szabo for the information provided.

BOARD ACTION

It was MOVED by Commissioner Walters and seconded by Commissioner Tinoco, and unanimously carried that the Report on the Rare Books Collection be received and filed.

VARIOUS COMMUNICATIONS: None.

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

The Board President reviewed the meeting schedule:

October 25, 2012 Board Meeting

- The Strategic Plan Consultant selection is scheduled to be submitted to the Board for approval.
- Commissioners Walters and Wieder will be unable to attend and are excused.

November 8, 2012 Board Meeting

- The Library Proposed Budget for Fiscal Year 2013/14 is scheduled to be submitted to the Board for approval
- Vice President Madison will be unable to attend and will be excused.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 11:55 a.m.

ATTEST: _____

Marsha Hirano-Nakanishi
President

Raquel M. Borden
Board Executive Assistant

Date to be approved: November 8, 2012