

MINUTES

BOARD OF LIBRARY COMMISSIONERS CITY OF LOS ANGELES

March 14, 2013

A Regular Meeting of the Board of Library Commissioners was held at the Central Library, 630 West 5th Street, Los Angeles, CA 90071, convening at 11:07 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
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ALSO PRESENT: John F. Szabo, City Librarian; Kris Morita, Assistant General Manager; Roy Stone, President, Librarians' Guild; Basia Jankowski, Deputy City Attorney; Elaine Owens-Sanchez, Analyst, CAO's Office; and staff.

MINUTES FOR APPROVAL – 2/14/13 Regular Meeting

Commissioner Wieder requested correction on page 3: Delete Commissioner Wieder and add Commissioner Tinoco to the motion for the Consent Calendar.

MOVED by Commissioner Tinoco, seconded by Commissioner Walters, and unanimously carried that the Minutes of the Regular Meeting held February 14, 2013, be approved as corrected.

PUBLIC COMMENTS ON MATTERS

WITHIN THE BOARD'S JURISDICTION: None.

**CITY LIBRARIAN'S COMMENTS
AND ANNOUNCEMENTS**

City Librarian John F. Szabo reported the following:

Citizenship Update

Mr. Szabo reported that three students from the Adult Literacy Program took the Citizenship test. They are from Egypt, Peru and Afghanistan. He said this was an example of how people can take advantage of some services at the Library and learn about other programs that also benefit them.

He also reported that there are 120 pre-registered applicants for the March 16th, Citizenship event aimed to assist people of Asian speaking languages. These pre-registered applicants will be walked through the citizenship process and anyone who attends will also receive assistance.

In reply to a question from Commissioner Wieder, Mr. Szabo stated that he is already in conversation with the Mayor's office regarding the information that would be provided to the new mayor on LAPL's major initiatives that are ongoing and their importance.

Commissioner Wieder asked that the Board be provided with information on the programs that will be submitted to the Mayor's office.

Pio Pico-Koreatown Branch Library-Digital Library Proposal

Mr. Szabo informed the Board that on March 5, 2013, Council approved a resolution by Council President Herb J. Wesson proposing the Pio Pico-Koreatown Branch Library become an all digital library. The City Librarian believes that the resolution was probably prompted by a current experiment with an all digital library outside San Antonio, Texas, with a bookless library that offers only digital resources.

Mr. Szabo reported that upon learning about the resolution, Library staff immediately reached out to Councilman Wesson's staff to inform them about the Pio Pico-Koreatown Branch Library being one of the busiest libraries in terms of circulation of print collections in the entire Library system. It was also relayed to them that the branch has a very robust and supportive Friends of the Library that has infused ten of thousands of dollars in Korean language print collection. He indicated that the conversation now has transitioned to providing additional technology and more digital resources to that branch. Staff contacted the Friends of the Pio Pico-Koreatown Branch Library to inform them.

Commissioner Wieder asked Commissioner Walters if City Council could approve a resolution for a particular activity without a department's knowledge. Commissioner Walters replied that the wording in the resolution would ask for an investigation rather than "it shall," which allows departments to report back with information.

The City Librarian confirmed that the resolution does ask for a report from the Library on the feasibility of converting the branch into an all digital library.

Commissioner Tinoco reported that on the day the resolution was agendized for City Council, the Annenberg School at the University of USC approached him for information on the resolution but he referred them to Peter Persic, Director of Public Relations, for information, since he was not aware of it. He thanked Mr. Persic for handling the interview.

Commissioner Walters stated that for many years before the Pio Pico Koreatown Branch Library had its new building, its Friends Group had been very active and energetic in their support to the Library. She said that the new branch has a second floor and there might be additional space that could be devoted for the additional technology.

Grant from UniHealth Foundation

Mr. Szabo indicated that the Library was able to negotiate lower prices on electronic resources of health related topics funded by a grant received from the UniHealth Foundation. He reported that the remaining funds would be utilized to hire a part-time public health educator to develop programming on health topics.

Hiring Update

Mr. Szabo announced that 36 Librarians have been promoted to Senior Librarian positions, and 17 additional new librarians will be hired soon. Also, the Library is in the process of hiring 39 Clerk Typists. Mr. Szabo pointed out that the hiring of new employees would reduce the need of the as-needed personnel pool.

Basia Jankowski, Deputy City Attorney, advised that the hiring of personnel was a budget item and under jurisdiction of the Board; therefore, it should be scheduled as a discussion item on the agenda to allow questions from the Board.

Strategic Plan Development Update

Mr. Szabo reported that over 10,300 responses have been received from the public and 500 from staff from surveys conducted online, in person, and random telephone surveys. He expects to present a draft of the strategic plan to the Board for discussion early May.

Revision of Rules of Conduct

The Rules of Conduct are being reviewed for updates then it will be placed on the agenda for Board approval.

Poetic Voices of the Muslim World Exhibitions & Performances

On March 12, the Westwood Branch Library held a very successful event with 95 people attending the dialogue and music performance of "Poetic Voices of the Muslim World."

CITY LIBRARIAN'S REPORTS

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

Recommendation to Accept GiftsLIBRARY RESOLUTION NO. 2013-10

RESOLVED, That the following gifts of equipment and furniture be accepted:

- \$1,246.82, From the Panorama City Friends of the Library for the Panorama City Branch Library
(Value of shelving to store children's craft program materials)
- \$1,127.57 From the Friends of the Platt Branch Library for the Platt Branch Library
(Value of three (3) chairs for the circulation desk)
- \$5,448.89 From the Friends of the Platt Branch Library for the Platt Branch Library
(Value of nine (9) paperback racks and one CD Display case)

FURTHER RESOLVED, That a letter of appreciation be sent to the donors expressing the grateful appreciation of the Board of Library Commissioners and staff for their generous support.

Recommendation to Accept Library Services
& Technology Act (LSTA) Grant Funds

Commissioner Wieder asked about the relationship of grants to the goals, and whether the Library applied for them or if automatic funding was received.

Mr. Szabo replied that this particular grant was associated with the Eureka Leadership program, in which Librarian Kelly Tyler from the Valley Plaza Branch Library was a participant. He said that one of the components associated with the Eureka Leadership program was funding to execute a project and Ms. Tyler thought that her project would be a great opportunity for the Library to be a facilitator in bringing nonprofits together.

Commissioner Wieder said that with the new strategic plan being developed, it should be determined how grant funding would apply and how they would impact the big plan to meet Library goals.

BOARD ACTION

Commissioner Walters requested an amendment to the last sentence in Item 2, Findings in the Board Report, as follows: Insert the word "non" before the word "profit", to read: "The goal of the project is to reach out to nonprofit organizations and assist them to connect with other **non**profits..."

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

LIBRARY RESOLUTION NO. 2013-11 (C-9)

WHEREAS, Library Services and Technology Act (LSTA) grants are Federal grants awarded through the California State Library as part of the Eureka! Leadership Program to provide targeted services to diverse populations; and

WHEREAS, The California's LSTA goals include developing public and private partnerships and creating information and community connections; and

WHEREAS, "Helping the Helpers: Facilitating Nonprofit Conversation" Project will seek to work with and play a larger role in the area's nonprofit community by being a resource for information and a place to meet and exchange ideas; and

WHEREAS, The grant funds are for a six-month period and the award payments are expected by the end of March 2013:

RESOLVED, That the Board of Library Commissioners approve acceptance of the Library Services and Technology Act (LSTA) grant award in the amount of \$4,900 for the creation of the "Helping the Helpers: Facilitating Nonprofit Conversation" Project; and

FURTHER RESOLVED, That the funds be deposited in Fund 419, Account 293.

Recommendation to Approve Request for
Proposals for a Special Events Coordinator

Commissioner Walters asked how it was determined that consultant services were more economical than if they were performed by city employees, and also asked whether the Library had a city employee in this position before.

City Librarian John F. Szabo stated that no City employee had held the position before in the Library and the cost benefit analysis was clear in determining that it is more economical than utilizing existing staff. He said the analysis involved the cost of the contract and the internal cost to manage it in comparison to similar classifications in other city departments.

In reply to Commissioner Walters' question about the contract being for a full time position or for an as-needed position, Mr. Szabo stated that the position was equivalent to a full-time position but the hours worked were not standard hours. The consultant works around Library programs and private events held during and after hours and on weekends, but they add up to a full-time position. He asked Eloisa Sarao, Assistant Business Manager, to provide more detailed information.

Commissioner Walters asked what was attributed to the lower cost of hiring an outside contractor.

Eloisa Sarao, Assistant Business Manager, stated that the Cost Benefit Analysis calculations include top salary, benefits, and other related cost for a special events coordinator civil service classification in comparison to a contractor. The contract costs less and it does not include fringe benefits.

In reference to a question from Commissioner Walters, Deputy City Attorney Basia Jankowski replied that she reviews the contracts for all legal issues that might be triggered by the contract, even though it is not stipulated on the Board Report.

Commissioner Wieder stated that it needed clarification that the contractor does not work a standard full time position but the hours depended on the events being held.

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

LIBRARY RESOLUTION NO. 2013-12 (C-10)

RESOLVED, That the Board of Library Commissioners approve the Request for Proposals (RFP) for a Special Events Coordinator to be advertised and distributed to potential proposers; and

FURTHER RESOLVED, That the Board of Library Commissioners determine, in accordance with Charter Section 1022, that it is more economical that the services be performed by an independent contractor; and

FURTHER RESOLVED, That the proposals to be opened at 10:00 a.m. on Monday, April 29, 2013, in the office of the Board of Library Commissioners, 630 W. Fifth Street, Los Angeles, CA 90071.

PRESENTATION: LAPL PHOTO COLLECTION

City Librarian John F. Szabo introduced acting Senior Librarian Christina Rice responsible for overseeing the Photo Collection. He said he had toured the Photo Collection a few weeks ago and was very impressed with the massive treasure of historical images and with Ms. Rice's dedication to the Photo Collection.

Presentation

Christina Rice, acting Senior Librarian, Photo Collection, stated that her introduction to the LAPL's Photo Collection was as an intern in 2004 when she was in library school. When she was hired by LAPL in 2005 at a branch, she never dreamed that a few years later she would be invited to oversee the Photo Collection, where she has been acting Senior Librarian since May 2009.

Ms. Rice reported that the Los Angeles Public Library's Photo Collection has 3.4 million images in the collection, and approximately 90,000 have been digitized, with 350 to 500 new images being added to the online database each month. In 2012, there was an average of 600,000 hits on individual photos every month. She mentioned that many of images that came from newspaper archives, studios, and other sources for which the Library does not have the copyrights couldn't be digitized. Ms. Rice stated that since said the Library started collecting photographs in the 1940's, it has been recipient of major collections as well as smaller collections, and provided sample images and a brief summary of each of them:

Original Collection: are photos she refers to as historical society photos, which provide overview of the city and how it grew. The collection includes the first photo of Los Angeles taken of La Plaza, circa 1862, Old City Hall in Broadway, and many other early images.

WPA Federal Writers Project, which is part of the original collection, originated from the Federal Writers Program of photos of streets scenes in the 1930's such as Ferguson Alley in Old Chinatown, circa 1930, which is where Union Station is now located; and the Exposition Park pool that was built for the 1932 Olympics.

Luther Ingersoll's Portrait Collection, a historian who collected photos of early pioneers and many other notable individuals in Los Angeles. There are about 15,000 images in this collection.

Security Pacific National Bank: The bank, a strong advocate of local history, donated its archives of approximately 250,000 historical photographs to the Los Angeles Public Library in 1981. The massive collection includes photos of city landmarks and interior shots of notable buildings. The collection is also a great source for working class residential photos and notable homes of influential people.

Los Angeles Chamber of Commerce: contains photos of publicity images promoting lifestyle in California to attract people to move to Southern California.

Shades of LA Collection: was established 20 years ago by the Photo Friends. Her predecessor Carolyn Kozo Cole and her friend Kathy Kobayashi launched the "Shades of LA" project to add images more reflective of the city's ethnic diversity. Grant funding was secured, went different communities and invited people to bring their family photos and photographers took pictures chosen from family albums.

Ms. Rice said the program was so successful that it received nationwide press. In 2010, the Haynes Foundation awarded a grant to clean and reorganize the collection and also were able to convert the oral history audio files into digital, which are now available on line as "Shades of LA Oral History." She said that over the years, the Photo Friends have provided some funding for projects to commission photographers to take photos of neighborhoods around the city.

Commissioner Tinoco mentioned that he had seen the program on the Huell Howser Show. Ms. Rice said Huell Howser did a special program in 2003 in Cypress Park.

Valley Times Newspaper Collection: It was acquired by the National Pacific Bank and then transferred to LAPL. The collection of 30,000 photographs from 1946 to 1968 includes post-war photos of suburban growth in the Valley. She stated that a campaign had been launched by the Photo Friends to raise funds to hire an archivist to process the Valley Times Collection; and they will be receiving a grant for \$25,000 from the John Randolph and Dora Haynes Foundation for the project.

Commissioner Wieder commented that the Los Angeles Valley City College has a photo collection of historical photos of the Valley that were donated to the college by former Mayor Tom Bradley.

Commissioner Walters told Ms. Rice that her presentation was marvelous but she wanted to comment on the swimming pool built for the 1932 Olympics. Said it was a civic project and Black people were not allowed to swim there, except for one day a week. It was rebuilt for the 1984 Olympics and is now open to everyone.

Los Angeles Herald Examiner Photograph Collection: This collection dates from the mid-1920's to 1989 and it contains 2.2 million photos of photojournalism. She reported that last Saturday, the Library held a Program at the Mark Taper Auditorium with ten former Herald Examiner photographers who discussed their photographs. She said this collection is also focus of their digitization efforts.

Ms. Rice pointed out that many smaller collections also have been donated by individuals and from famous photographers such as Lucille Stewart, Henry Quillen, Ansel Adams, William Reagh, Kelly Holiday, Herman Schultheis.

Ms. Rice stated that staff seeks grant funding for the various photo collections in order to digitize them and make them available to the public. She reported that recently, the Library applied for a grant from the National Endowment for the Humanities for \$350,000 to digitize the Rolland J. Curtis collection that consist of approximately 20,000 images documenting community and civic life in Los Angeles in the 1960's, depicting African American communities, political, sports and entertainment figures.

Ms. Rice concluded her presentation by stating that the John Randolph and Dora Haynes Foundation had awarded various archival and digitization grants for projects such as the Kelly-Holiday Photography collection and for the Herman Schultheis collection. She said she was thrilled that the Haynes Foundation had featured the Central Library on the cover of their bi-annual report.

In response to a question from Commissioner Wieder about the grant funding from the Haynes Foundation, Ms. Rice stated that the grants had been awarded for photo projects because the end result was online access.

Commissioner Tinoco said he had accessed the Photo Collection and found that interior shots of the USC Library, which had been an LAPL branch library before.

Commissioner Wieder asked about photos for commercial use. Ms. Rice replied that release forms are signed for photos to be used for commercial purposes and that was the main reason why there were no images online for which the Library has no copyrights.

VARIOUS COMMUNICATIONS: None.

COMMISSIONERS' COMMENTS &
REVIEW OF MATTERS PENDING

Review of Matters Pending

Commissioner Wieder requested that the item regarding the in-kind financial support the Library Department provides to the Library Foundation of Los Angeles be removed from the Matters Pending.

Next Board Meeting

Board President Hirano-Nakanishi announced that the Board meeting for March 28, 2013 would be held at the San Pedro Regional Branch Library.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 12:25 p.m.

ATTEST: _____

Marsha Hirano-Nakanishi
President

Raquel M. Borden
Board Executive Assistant

Date to be approved: April 11, 2013