M I N U T E S

BOARD OF LIBRARY COMMISSIONERS
CITY OF LOS ANGELES

March 26, 2026

A Regular Meeting of the Board of Library Commissioners was held at the Central Library starting at 11:01 a.m. on the above-written date.

1. **Roll Call:**

Present:	President	**Mayra Valadez**
	Vice President	**Linda Blank**
	Commissioner	**Kelly Besser**
	Commissioner	**Valerie Lynne Shaw**
	Commissioner	**Fabian R. Wesson**
Absent:	None	

Also: City Librarian John F. Szabo, Assistant City Librarian Susan Broman, Deputy City Attorney Josh M. Templet, administrative staff, and members of the public.

2. **Opening Remarks:** Board President Valadez welcomed everyone to the meeting and thanked the attendees who came to the March 12th meeting, which was cancelled that morning. She wished everyone a happy Women's History Month and stated that she is proud to celebrate a month with such incredible female staff at the library.

3. **Approval of the Minutes:**
   a. Regular Meeting - February 12, 2026

   It was moved by Vice President Blank and seconded by Commissioner Wesson to approve the Minutes of the Regular Meeting held January 22, 2026. The motion passed with 5 Ayes (Besser/Blank/Shaw/Valadez/Wesson); Noes: 0. Absent: 0.

4. **Staff Recognition:**

   The Board presented a certificate of retirement to Accounting Clerk Jade Vuong who served a 40-year career with the library. The Board congratulated and thanked Ms. Vuong for her contributions to the Library and city.

   Board President Valadez thanked Ms. Vuong for her 40 years of dedicated service to the City.

5. **Public Comments on Matters Within the Board's Jurisdiction:**
   The Board heard six public comments from the following community members: Ben Eubanks, Matt, Xu Li, Alison Dorsey, Jay Kleckner and PL.

6. **City Librarian's Comments and Announcements:** City Librarian John F. Szabo reported on past and upcoming events.

7. City Librarian's Reports:

Discussion Items

a. Approve the release of a Request for Proposals (RFP) for a new Integrated Library System (ILS)

Assistant City Librarian Susan Broman recommended an approval to release a Request for Proposals (RFP) for a new Integrated Library System (ILS). She noted that the ILS is critical because it manages all core operations, including patron records and the entire collection catalog, and seamlessly connects users to the library's full range of books, databases, and online content. The library has maintained a long-standing relationship with its current provider since 1993, operating under a supplemental agreement for uninterrupted services. As a government agency, the library is obligated to conduct a competitive bidding process to evaluate the current market for modern technology and services. She noted that the library embraces this opportunity to ensure the most qualified proposal is secured for this long-term agreement. Ms. Broman emphasized that migrating to a new system is an "enormous undertaking" and will require a massive amount of work that will impact every part of the organization.

Discussion

Commissioner Besser asked if there are any major pain points with the system the library currently uses. Ms. Broman noted a recurring challenge discussed with vendors is improving how various languages are displayed on screen. As one of the nation's largest library systems, few platforms can manage LAPL's enormous collection and the linguistic complexities required for its diverse communities. Any new proposal will be carefully evaluated against current pain points, though the library remains open to all bidders, including current vendors.

Board President Valadez asked for clarification of the contract terms, noting that a 5-year contract with three 5-year extensions could potentially lead to a 20-year term. She remarked her concern that with the current advancements with technology speeding up, would it be worthwhile to consider a 10-year contract instead. Ms. Broman clarified that the contract was structured with 5-year options specifically to allow for flexibility. Instead of a single 20-year commitment, the 5-year renewal structure ensures the library can choose to move on if unsatisfied. Renewals occur every five years at the library's discretion.

President Valadez requested a motion to amend the resolution, proposing that the initial five-year renewal be granted at the discretion of the City Librarian, while the second and third five-year renewal options remain subject to the Board's approval.

It was moved by Vice President Blank and seconded by Commissioner Besser to approve the following resolution as amended. The motion passed with 5 Ayes (Besser/Blank/Shaw/Valadez/Wesson); Noes: 0. Absent: 0.

LIBRARY RESOLUTION NO. 2026-13 (C-13)

WHEREAS, the Integrated Library System (ILS) is the backbone application for the entire library system and provides the following mission critical functions: basic circulation functions; bibliographic maintenance; acquisition of library materials; renewals of library materials; patron-placed holds; public access catalog; integration with third-party vendors for computer reservation system, self-checkout workstations, automated e-mails, telephonic notifications to patrons, provision of e-commerce, and collection services;

WHEREAS, Library staff have developed an RFP to find an experienced and qualified proposer to enter into a long-term agreement to provide the necessary equipment and related services for a new ILS to meet the needs of the Library and patrons;

WHEREAS, on March 26, 2026, the Board approved the release of an RFP to solicit proposals from qualified entities for a new ILS; and

WHEREAS, the term of the proposed contract resulting from the RFP process will be five years with three five-year options to renew at the discretion of the City Librarian, or designee;

WHEREAS, the first five-year renewal is at the discretion of the City Librarian and the second and third five-year renewal options are subject to approval by the Board;

THEREFORE, RESOLVED, that the Board adopts the recommendations and findings of the City Librarian's Board Report and approves the release of the RFP for a new ILS; and

FURTHER RESOLVED, that the Board authorizes the City Librarian and the City Attorney to make technical and clerical corrections, if needed, to the RFP.

8. <u>Staff Presentation:</u> Integrated Library System *(Taken out of order)*

Jené Brown, Director of the Emerging Technologies and Collections Division, introduced Catherine Royalty, Collection Services Manager. Ms. Royalty provided a comprehensive overview of the library management system, also known as the Integrated Library System (ILS). As the library's core software, the ILS manages circulation, acquisitions, and cataloging while providing patron access via the online catalog and mobile app. This centralized system enables the library to provide free and easy access to books, information, and technologies for the community. The library currently uses CarlX by The Library Corporation (TLC), and the RFP aims to ensure the library is using the most modern and secure technology. Key priorities for a new system include a modern appealing public catalog, robust security protections for patron data, seamless integration of print and digital resources and streamlined workflows for public service staff. The process will involve extensive testing, robust staff training, and public messaging about the new catalog interface. Ms. Royalty concluded by recognizing the "unsung heroes" in the Circulation Support Office—Steve Fritz, Brian Knapp, Pamela Woodfin, and Yvonne Garcia—for their tireless efforts in maintaining the system's functionality, generating circulation reports, and providing technical support to staff and patrons

9. <u>Commissioners' Comments and Announcements</u>

- Commissioner Shaw thanked everyone involved in putting together Saturday's event celebrating the Dorothy Vena Johnson Black History Collection's relocation to the Baldwin Hills Branch Library. She stated that she and Commissioner Wesson plan to seek resources, potentially through the Library Foundation, to secure personnel to assist with managing the collection and developing programming at the library.

- Commissioner Wesson thanked the following library staff members for their support in the event: Jené Brown, Erika Serrano-Arreola, Sada Mozer, Juanita Carter, Chaundra Jeffries, Chandra Jefferey, Megan Ignacio, Christina Hairston, John Frank, Jeffrey Nelson and special thanks to City Librarian John Szabo. She also applauded Commissioner Shaw for having the grit and vision required to complete the move.

- Commissioner Wesson mentioned Councilwoman Heather Hutt's attendance at the event, noting Hutt's personal and family ties to library service. Her sister and son both worked in libraries, and Councilwoman Hutt herself previously worked at the library, prompting Wesson to remark on the career pathways available.

- Commissioner Besser echoed Commissioner Wesson's gratitude for the event and the grit that it took to initiate the relocation of the collection, noting that archivists prefer to keep collections intact and expressed her anticipation for the future growth, stewardship, and acquisition strategy for the collection. She emphasized the importance of preserving the collection's history and its origins with Miriam Matthews at the Vernon branch, even as the neighborhood changes. She looks forward to increased access and discoverability for Matthews' life's work throughout all branches. She concluded by stating that access is essential and remains a significant source of pride.

Next Board Meeting Notice: The next Regular Meeting of the Board is scheduled for Thursday, April 9, 2026, at 11:00 a.m., and will be held at the Central Library.

10. Adjournment: The meeting was adjourned at 11:04 p.m.

ATTEST:

Mayra Valadez President	Lynda Achi Secretary to the Board