

MINUTES

BOARD OF LIBRARY COMMISSIONERS CITY OF LOS ANGELES

June 8, 2023

A Regular Meeting of the Board of Library Commissioners was held at the Central Library starting at 11:02 a.m. on the above-written date.

1. Roll Call:

Present:	President	Bích Ngọc Cao
	Vice-President	Kathryn Eidmann
	Commissioner	Valerie Lynne Shaw
	Commissioner	Hiram Sims

Absent:	Commissioner	Linda Blank
----------------	--------------	--------------------

Also present: City Librarian John F. Szabo; Assistant City Librarian Susan Broman; Deputy City Attorney Josh Templet; Library staff and members of the public.

2. Opening Remarks: None.

3. Approval of the Minutes:

Regular Meeting - April 27, 2023: Approved with an amendment from Commissioner Shaw.

It was moved by Commissioner Shaw and seconded by Vice President Eidmann to approve the Minutes as amended, of the Regular Meeting held on April 27, 2023. The motion passed with 3 Ayes (Cao/Eidmann/Shaw) Noes: 0. Absent: Blank/Sims.

4. Public Comments on Matters Within the Board's Jurisdiction: None.

5. City Librarian's Comments and Announcements: City Librarian John F. Szabo reported the following:

June Jubilee: This Saturday, Central Library will host its inaugural June Jubilee, a celebration of Black excellence. This family-friendly event will celebrate the rich culture and contributions of African Americans and recognize Juneteenth. The celebration will open with an African drum procession, choir performance, and remarks with a ribbon-cutting ceremony. Attendees may also enjoy live entertainment, health and wellness programs, financial literacy and genealogy workshops, a scavenger hunt, storytelling and arts and crafts for kids. This event is in keeping with LAPL initiatives to celebrate and highlight cultural heritage. Lynn Thompson, former Poet Laureate of Los Angeles will be there as part of a program. Mr. Szabo commended staff on organizing the event with kudos to the staff-led

Changing Tones Advisory Committee. Staff has done a tremendous job to ensure that the day will offer an engaging experience with education and entertainment for Angelenos of all ages.

Pride Month: It is Pride month throughout Los Angeles, the nation, and certainly at the Los Angeles Public Library. Staff continues to do a great job celebrating Pride month with displays, resources and programming throughout the library system. The LAPL website includes a book list, blog posts, photo exhibits and a large turnout of library staff will march at the LA Pride parade this Sunday. Staff will have a synchronized book cart drill team which is always popular with the crowd. They will be handing out LAPL promotional materials, a great way to do outreach and to let people know that the library is there for them

Summer Programs: As mentioned previously, the Summer Reading program is underway. Middle school and high school students may also participate this month in the Teen Film Festival, a wonderful program that Young Adult Librarians organize and sponsor. LAPL is also thrilled to welcome back the UCLA Jules Stein mobile eye clinic. The eye clinic provides free eye exams and eyeglasses to young people, and the Library is collaborating with them again to have their mobile eye clinic visit branch libraries over the summer to provide these free services. The Library has partnered with a fellow city department, the Zoo to have pop ups hosting a series of fun and interactive programs focusing on nature at 34 branch libraries throughout the city as part of Summer Reading.

California Library Association Conference: LAPL participated in last week's California Library Association conference in Sacramento where attendees focused on the theme, Sustaining our People, Planet and Performance into the Future. Mr. Szabo noted that the libraries always have a great representation. Notably on the board of the California Library Association, Zeba Zadar, Young Adult Librarian at the Pacific Palisades branch. There were five LAPL staff presentations at the conference and four clerical staff members who were awarded student scholarships that recognize future leaders in the library profession in California. LAPL also accepted the Public Relations Excellence award for Social Media Librarian Keith Kessler's Creators in Residence project videos. This award was for the videos that promoted creators-in-residence Kwasi Boyd-Bouldin and River Tikwi Garza projects and exhibits. Staff also had a booth presence in the exhibit hall at the conference, and in this capacity, were able to recruit and inform attendees about all things LAPL including the Librarian application which was open for filing.

6. Presentation: Library Budget Overview

City Librarian John F. Szabo conducted a presentation of the Library budget process, including Measure L, Charter appropriation, budget timeline, major budget areas, related costs (both direct and indirect), and the Library Budget Reserve Fund.

7. City Librarian's Reports:**Discussion Item(s)****a. ADOPTION OF THE FISCAL YEAR 2023-24 BUDGET**

City Librarian John F. Szabo recommended adoption of the Library Department's Budget for Fiscal Year 2023-24 in the amount of \$241,852,012. He reviewed the programs and highlights of the budget.

Discussion

Commissioner Shaw asked who were the champions for Measure L when it first originated and who are the current champions now.

Mr. Szabo explained that there were many advocates for Measure L when it was created including Councilmember Bernard Parks, library staff, union leadership, Friends groups, the Library Foundation and many individuals who came on board along the way to offer their support. He stated that LAPL has tremendous support from the entire City Council.

Commissioner Shaw asked if the City Council had made any changes in this budget.

Heather Smith, Senior Management Analyst from the Library Business office, replied that the Council did not make any changes.

Commissioner Sims asked if Measure L kept the library afloat during the pandemic in terms of holding onto staff despite facility closures and pausing in-person services.

Mr. Szabo replied that the Library department wouldn't have nearly been able to do what they did during the pandemic, had Measure L not passed.

Commissioner Sims asked how does the Library calculate the reimbursement amount from other city departments if Measure L mandates reimbursement at one hundred percent.

Mr. Szabo stated that while the direct cost is more predictable because they are aware of the kinds of projects and of services that were provided, the indirect costs can be unpredictable as they are determined by a formula which is the cap rate and the cap rate is determined by the Controller's office. Sometimes they will learn of changes in these rates during the budget process, so the cap rate-determined amounts are more difficult to project.

Commissioner Sims asked what percentage of the necessary finance to run the Library does not come from the City.

Mr. Szabo explained that the library budget is exclusively Measure L. There are other minor revenue streams, some of which relative to the library budget are very small amounts of money. The Friends of the Library, of which

there are 69 organizations, bring in revenue. The financial support that those groups provide are put into a special fund for procuring things and services for the library. They support summer reading, purchase Hot off the Press books, or furniture for their corresponding branch. The Library Foundation of Los Angeles exists to solicit larger gifts, grants from private foundations, individuals giving their support to specific programs like online homework help, summer reading children's programming, children's authors coming to visit the library, literacy collections and the Career Online High School program. They also have an endowment fund that supports the foundation and supports various specific programs of the Library. Their amount varies from 6 to 9 million dollars on an annual basis. Typically, those dollars are going directly to pay for particular things like tutoring, online homework help or Cybernauts in libraries as well as foundation operations. There are times occasionally where the dollars themselves come directly to the library, but the purpose of the foundation and the purpose of those dollars is not to pay for the core budget of the library.

Commissioner Shaw asked if the Library is considering a new bond program such as the program constructed under the Hahn mayoral term.

Mr. Szabo stated that a bond program is something the Library has considered but they have not determined whether it is the solution to fund capital improvements. Notably in the last three years the Library has begun a facility planning process with a consulting firm which is working to look at all LAPL facilities to examine what those facility needs are, analyzing the existing infrastructure and looking to see if there are geographies where additional facilities or additional square footage is needed. Once the planning process is complete, there will undoubtedly be a large price at the end of it. The last building program was a 300-million-dollar bond, which was at the time, the largest library construction program in the country. This included renovations and the addition of new libraries including the Harbor Gateway and Silverlake branches. These branches were not part of the core program but when the bond program had been executed successfully under budget those projects were added. Mr. Szabo added that he could provide specifics to the board at a later time and include the number of new libraries that were added to inventory, libraries that replaced existing branches and renovated branches as well.

Eloisa Sarao, Director of Library Facilities & Event Management confirmed that during the bond program, 32 existing libraries received renovations and upgrades and four new libraries were added.

President Bich Ngoc Cao asked if the Mayor's office made any changes to the proposed budget.

Mr. Szabo confirmed that the only change made was the increase in salary wages as previously stated by Ms. Heather Smith.

President Bich Ngoc Cao referenced the Municipal Improvement Corporation of Los Angeles (MICLA) and the previous administration and asked Mr. Szabo to provide a brief overview to the newly appointed Commissioners.

Mr. Szabo explained that MICLA is a financing mechanism for City departments which was used when Central Library was renovated and expanded back in the early 1990's. As a result, the Library and the City incurred debt which the City had been paying a multi-million-dollar annual amount towards. Then, a few years into Measure L, the City decided to include the debt that the City had incurred toward MICLA into the Library's budget. The enactment became a controversial topic with the BOLC, and the City Librarian, who both expressed disagreement with this decision. Mr. Szabo noted that the debt was eventually paid off.

President Bich Ngoc Cao emphasized that voters of Measure L were looking for increased Library services, not to have the money pay back debt the City was already taking care of.

President Bich Ngoc Cao asked if the Library is anticipating any future budget issues with potential economic downturn in the next few years.

Mr. Szabo replied yes, LAPL is looking at assessed value of property and what that percentage increase might be. He anticipates that the amount of the increase may not be as much as in previous years and may eventually be a decline. This is the kind of issue where they would look to the Library Budget Reserve Fund to mitigate cuts.

It was moved by Vice President Eidmann and seconded by Commissioner Shaw to approve the following resolution. The motion passed with 4 Ayes (Cao/Eidmann/Shaw/Sims) Noes: 0. Absent: Blank.

LIBRARY RESOLUTION NO. 2023-25 (C-18)

ADOPTION OF THE FISCAL YEAR 2023-24 BUDGET

WHEREAS, On November 10, 2022, the Board of Library Commissioners (Board) approved the Library Department Proposed Budget for Fiscal Year 2023-24 in the amount of \$241,852,012 to fund Library services and programs (Library Resolution Number 2022-42 [C-36]); and

WHEREAS, Staff recommends the adoption of the Library Department Budget for Fiscal Year 2023-24 as approved by the Mayor and City Council in the amount of \$241,852,012; and

THEREFORE, RESOLVED, That the Board of Library Commissioners hereby adopts and certifies the Adopted Library Department Budget for Fiscal Year 2023-24 in the amount of \$241,852,012, as approved by the Mayor and City Council. 1,852,012, as approved by the Mayor and City Council.

b. A RESOLUTION FIXING PERSONNEL IN THE LIBRARY DEPARTMENT OF THE CITY OF LOS ANGELES FOR THE FISCAL YEAR 2023-2024

City Librarian John F. Szabo recommended the Board adopt the Library Department's Personnel Resolution for the Fiscal Year 2023-2024, which is the

formal authorization for the number of positions and position classifications within the Library Department and it is a companion document to the Library's budget. Mr. Szabo emphasized that the personnel resolution could be modified.

It was moved by Vice President Eidmann and seconded by Commissioner Sims to approve the following resolution. The motion passed with 5 Ayes (Cao /Eidmann/Shaw/Sims) Noes: 0. Absent: Blank.

LIBRARY RESOLUTION NO. 2023-26 (C-19)

FISCAL YEAR 2023-2024 PERSONNEL RESOLUTION

WHEREAS, this Board has considered the various classification of employees and the number of positions in each classification approved by the City Council as part of the Library Department's Budget for the fiscal year 2023-2024; and

WHEREAS, in accordance with the City Charter, Section 511(a), it is the desire of the Board to adopt a resolution authorizing personnel for fiscal year 2023-2024 to include both positions approved by the City Council and those authorized by the Board of Library Commissioners.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Effective July 1, 2023, the following classes of positions are hereby authorized in the Library Department, and the number of positions, and code numbers and titles as set forth in the attached schedule "A" are hereby fixed for such classes of positions and shall be known as the 2023-2024 Library Personnel Resolution.

2. Memoranda of Understanding approved by the Board of Library Commissioners, and the City Council where appropriate shall be considered to be incorporated into this resolution. The provisions of each of the Memoranda of Understanding shall take precedence over any conflicting provisions contained in this resolution, but only for those employees in classes and/or positions within the employee representation unit to which the various Memoranda of Understanding apply.

3. It is the intent of the Board that all City Council actions relating to salaries and benefits and affecting classes in the Library Department will become effective on the same basis and date as those approved by the City Council for council-controlled employees.

8. Commissioners' Comments and Announcements

Commissioner Shaw announced that she will be absent from the meeting scheduled for June 22, 2023.

Vice-President Eidmann stated that she will be out of town and would like to participate remotely via Zoom for the June 22, 2023 meeting.

Next Board Meeting Notice:

The next Regular Meeting of the Board is scheduled for Thursday, June 22, 2023, at 11:00 a.m. at the Central Library, in the Board Room. Public comment will be available via zoom for those who cannot attend in person.

9. **Adjournment:** The meeting was adjourned at 12:16 p.m.

ATTEST:

Bích Ngọc Cao
President

Lynda Herrera
Acting, Board Executive Assistant

Approved: 7/13/2023