

MINUTES

BOARD OF LIBRARY COMMISSIONERS CITY OF LOS ANGELES

June 27, 2024

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	Valerie Lynne Shaw
	Vice President	Linda Blank
	Commissioner	Kelly Besser

Absent:	Commissioner	Hiram Sims
	Commissioner	Mayra Valadez

Also present: City Librarian John F. Szabo; Deputy City Attorney Josh M. Templet; Deputy City Attorney Vanessa Atkins; Administrative staff and members of the public.

2. Opening Remarks: Board President Shaw welcomed everyone to the meeting.

3. Approval of the Minutes: None.

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

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

6. City Librarian's Reports:

Discussion Items

- a. **Approval to award contract to Backstage Library Works, Inc., to transition two library collections to the Dewey Decimal Classification (DDC) System 23rd Edition.**
-

City Librarian John F. Szabo recommended approval of a sole source contract with Backstage Library Works, Inc. to transition two collections from the 14th Edition to the 23rd Edition of the Dewey Decimal Classification System.

Discussion

Vice President Blank asked how often the system was revised and if this project would be a one time expense.

Dinorah Pinelo, Sr. Librarian from the Cataloging Department, replied that these collections need to be reclassified because staff has identified them as having the most impact for patrons in their departments. She said that once updated, these collections would be current, and any other adjustments would be minor.

It was moved by Commissioner Besser and seconded by Vice President Blank to approve the following resolution with the amended subject line on the agenda. The motion passed unanimously with 3 Ayes (Shaw/Besser/Blank); Noes: 0. Absent: 2 (Sims/Valadez).

LIBRARY RESOLUTION NO. 2024-22 (C-19)

WHEREAS, the Library requires the professional and technical services of a qualified and experienced entity to transition the Library's current classification of drama books and travel guidebook library materials to the Dewey Decimal Classification (DDC) system 23rd Edition;

WHEREAS, Library staff contacted the Library of Congress and was provided with the names of four companies to perform the services necessary to transition to the DDC 23rd Edition and two of the companies were no longer in business;

WHEREAS, Backstage Library Works, Inc., (BLW) was the only company to offer machine matching, manual review and reclassification, a Cutter-Sanborn number for all reclassified items, and a project manager and on-site team to re-label and relocate physical books;

WHEREAS, on June 27, 2024, Library staff requested the Board of Library Commissioners (Board) approve a contract with BLW in accordance with Charter Section 371(e)(8) and find that a formal competitive bid for this temporary and specialized work would be impracticable and non-advantageous;

WHEREAS, funds are available in the Library's Contractual Services Account 3040 to compensate BLW for services and materials in accordance with the proposed contracts:

THEREFORE, BE IT RESOLVED, that the Board of adopts the recommendations and findings of the City Librarian's Board Report and authorizes the award and execution of a contract with BLW to transition the Library's current classification of drama books and travel guidebook library materials to the DDC 23rd Edition; and

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

7. Staff Presentation: The LAPL Oral History Project: Collecting the Voices of the Los Angeles Public Library's Staff, Collections, and Community

Christina Rice, Manager of the Photo Collection, reported on the LAPL Oral History project that was launched October 2023 by the LAPL Oral History Committee under direction of Ani Boyadjian, Research & Special Collections Manager and funded with a grant received from the Mellon Foundation to expand oral history. She said the project focuses on three areas: Institutional interviews of active and retired Los Angeles Public Library staff; Library Collections, and Community, including donors of archival collections, community movers and shakers, and local businesses.

Ms. Rice said the committee is using Theirstory.IO platform to conduct and record the oral histories and upload the recordings CONTENTdm through Aviary to link the stories to LAPL's Tessa online collections and to the Digital Public Library of America, which make the recordings widely accessible and discoverable all over the world. She reported that 14 institutional interviews have already been conducted with 10 active and retired Library employees and plan to interview donors of the archival collections and community oral histories, which will include Friends of the Library groups. She noted that with the grant received from the Mellon Foundation, the Library is well positioned to help other organizations do their own histories using library resources.

Discussion

Vice President Blank said this was a great project, and asked about staff availability to take on the project. She asked if the committee had a format that librarians could use to do this project at their branches. Ms. Rice replied that they had developed a standard set of questions for consistency and quality. She noted that participation on the project is voluntary and that the Mellon Foundation grant allows them to have staff devoted to this project.

Vice President Blank asked if the committee would also have volunteers to assist with the project. Ms. Rice replied that they could eventually use volunteers, since the technology they are using allows for that.

Commissioner Besser asked about the curatorial selection process for the interviews. Ms. Rice replied that she chairs the Institutional and Archival Collections; they have plenty of content from the collections to draw from and a list of staff they would like to interview for the Institutional Oral History. She said Kelly Wallace, California History Subject Specialist from the History Department, chairs the Community Interviews, and the committee will identify people to interview.

President Shaw commented that this is an area she is very passionate about and that she had started her own effort for which she had interviewed about 24 members of the African American community. She said the quality of the interviews is determined by the interviewer, and it is more than a list of questions. Ms. Rice mentioned that she emphasizes interviewers to listen and not to talk over when training them to do oral interviews.

President Shaw thanked Ms. Rice for the presentation.

**8. Commissioners' Comments
and Announcements**

- **Next Board Meeting Notice** The next Regular Meeting of the Board is scheduled for Thursday, **July 11, 2024**, at **11:00 a.m.**, will be held at the Central Library.
- President Shaw read the biography of Mr. Paul Besser and expressed condolences to Commissioner Besser on behalf of Library staff and fellow members.

- 9. Adjournment:** The meeting was adjourned at 11:48 a.m. in memory of Paul Besser, father of Commissioner Kelly Besser.

ATTEST:

Valerie Lynne Shaw
President

Raquel M. Borden
Board Executive Assistant