

MINUTES

BOARD OF LIBRARY COMMISSIONERS CITY OF LOS ANGELES

January 28, 2021

A Regular Meeting of the Board of Library Commissioners was held via teleconference at 11:05 a.m. on the above-written date.

1. Roll Call:

Present:	President	Bích Ngọc Cao
	Vice-President	Kathryn Eidmann
	Commissioner	Dale Franzen
	Commissioner	Josefa Salinas

Absent:	Commissioner	Mai Lassiter
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Also present via teleconference: City Librarian John F. Szabo, Assistant City Librarian Susan Broman, Deputy City Attorney Basia Jankowski; Library staff and members of the public.

- 2. Opening Remarks:** Commissioner Franzen opened the meeting mentioning Amanda Gorman and her incredible poem at the Presidential Inauguration, "The Hill We Climb." She said Amanda Gorman is a fabulous representative of California. The Commissioner also read some literary ideas from American author and actor Fran Lebowitz.

3. Approval of the Minutes: Minutes of the Regular Meeting - December 10, 2020

It was moved by Commissioner Salinas and seconded by Commissioner Franzen to approve the Minutes of the Regular Meeting held on December 10, 2020. The motion passed with 4 Ayes (Cao, Eidmann, Franzen & Salinas). Noes: 0. Absent: 1 (Lassiter).

**4. Public Comments on Matters
Within the Board's Jurisdiction:**

The Board heard two (2) General Public Comments, one (1) comment on Item 6a, and two (2) comments on Item 7.

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

- **Amanda Gorman** delivered a very moving poem at the Presidential Inauguration. Los Angeles Public Library (LAPL)'s Social Media Librarians posted on Twitter about Amanda's connection to LAPL, which garnered more than 19 million impressions and counting. Mr. Szabo noted that Brenda J. Breaux, Principal Public Relations Representative, has been very instrumental in helping connect and maintain the relationship with Amanda, who became the Inaugural Youth Poet Laureate of Los Angeles at the Central Library's Mark Taper Auditorium stage.

- **Cybernauts are back** and are assisting patrons virtually. They are trained computer aides that help patrons with computer and mobile devices, eMedia access, eCard sign-ups, accessing virtual programs, setting up email, operating mobile devices, and using social media. Currently, they are using text, chat, and telephone to assist patrons in English and Spanish.
- **Introducing Four Artists:** Los Angeles Public Library (LAPL) is collaborating with the Los Angeles Municipal Art Gallery to introduce Angelenos to four artists; they are Tristan Espinoza, Panteha Abareshi, Maru García and Alexandre Dorriz. Their work will be featured through virtual exhibits, blogs, and virtual panel discussions and virtual workshops. Mr. Szabo noted that this is the gallery where the LAPL had initial contact with artist Gajin Fujita, who created the most recent art for the Library Card.
- **Korean Media coverage:** Librarian Youngsil Lee recently did an interview in Korean with Woori Media Group's radio station KYPA 1230 AM to promote the variety of library free services during the pandemic.
- **Career Online High School (COHS)** program is approaching the 500th graduate. A virtual graduation will be held in March.

6. City Librarian's Reports

Discussion Item(s)

- a. **Approved the Memorandum of Understanding (MOU) with the City of Los Angeles Department of Water and Power (LADWP) for the Installation of Hydration Stations at Central and Branch Libraries**

City Librarian John F. Szabo recommended approval of an MOU with the Department of Water and Power for reimbursement for the installation of Hydration Stations (water fountains with bottle refilling stations) at Central and Branch Libraries. Noting that this is an important part of the Library's sustainability efforts and the Mayor's sustainability plan for the city.

Discussion

Commissioner Franzen asked if the water was filtered. Eloisa Sarao, Director of Library Facilities, replied that the water is not filtered, but this is a way DWP shows that its water is safe to drink.

Commissioner Salinas asked whether water bottles touch the faucets when refilling. Ms. Sarao replied that the bottles do not touch the tip of the faucet.

It was moved by Commissioner Salinas and seconded by Vice President Eidmann to approve the following resolution. The motion passed with 4 Ayes (Cao, Eidmann, Franzen & Salinas). Noes: 0. Absent: 1 (Lassiter).

LIBRARY RESOLUTION NO. 2020-5 (C-5)

WHEREAS LADWP is a proprietary department of the City of Los Angeles (City) organized under the Los Angeles City Charter (Charter) with a mission to provide clean, reliable water and power to the residents of Los Angeles. Section 679 (c)(5) of the Charter authorizes the LADWP to appropriate, transfer or expend the money in the Water Revenue Fund and Power Revenue Fund to promote any of its products and services, as well as for the promotion of conservation; and

WHEREAS LADWP established a Hydration Station Initiative Program (HSIP) with initial funding of two million dollars (\$2,000,000.00) over five years. The program reimburses other City departments \$5,000 for the installation of each indoor hydration station; and

WHEREAS LAPL and the LADWP commit to identifying and implementing the installation of hydration stations at library facilities identified by LAPL; and

WHEREAS This MOU shall expire on November 1, 2024, or earlier upon establishing different requirements for installing hydration stations throughout the City from those requirements outlined in this Hydration Station Initiative Program; and

WHEREAS This MOU may be extended or amended in writing by mutual agreement of the parties.

THEREFORE, BE IT RESOLVED, That the Board of Library Commissioners approve the Memorandum of Understanding (MOU) between the City of Los Angeles Department of Water and Power (LADWP) and the Los Angeles Public Library (LAPL) for the Installation of Hydration Stations at Branch Libraries and Central Library; and

FURTHER RESOLVED, That the Board of Library Commissioners approve the installation of hydration stations at library buildings identified by LAPL; and

FURTHER RESOLVED, That LAPL will seek reimbursement from LADWP for the cost of the installation of the indoor hydration system; and

FURTHER RESOLVED, That LAPL City Librarian and the City Attorney be authorized to make technical changes to the MOU.

**7. Oral Update from the Ad Hoc Committee
on Re-imagining Safety & Security**

Vice President Eidmann reported that the Ad Hoc Committee had met this week where they primarily discussed the progress that has been made in furthering relationships and moving toward potential contracts with partners to bring in as part of the Library Experience Office.

City Library John F. Szabo reported that the Library is in the cusp of approving three (3) contracts that are for training staff on understanding trauma informed care issues with the reentry population, working with individuals that may be experiencing some illness, and train-the-trainer. He noted that some training will be beneficial to the Library Experience Specialists when they come on board. Another entity will help with putting together a Request For Proposals (RFP) for partner organizations and agencies that will provide larger scale social work and mental health assistance. The RFP will be submitted to the Board for approval to advertise.

Mr. Szabo said that they also discussed in the committee the lead for the Library Experience Office and how they continue to advocate for that position as well as the funding allocated in the Reimagining Safety Initiative for this current fiscal year and how it could be used for some facility improvements that are related to security. Lastly, he said the Library is anticipating an internal budget hearing in the city that will give staff the opportunity to talk about how all of these funds are a priority for the Library for the broader strategy to safety and security.

Discussion

Commissioner Salinas asked how many Library Experience Specialists (LES) would be hired.

Susan Broman, Assistant City Librarian, replied that \$1 million dollars are being set aside in the budget to pay for a number of employees in this classification. The number would depend on the classification and what the funds will cover.

Mr. Szabo said this classification does not exist yet. The Human Resources Office is working on logistics to determine if there may be an existing classification that these duties correspond to, or whether a new classification needs to be created that satisfies the Personnel Department, as well as looking at the dollars associated with it. He noted that the idea is that this will be a position of great value to the Library that would lead to a proposal to add more, and eventually, it could take the place of contract security.

Commissioner Salinas asked which library staff will be getting training on de-escalation and who would be handling someone with mental health issues until the Library Experience Office specialists are hired.

Ms. Broman replied that the Library wants to make sure all staff have basic training in customer service and de-escalation to empathetically work with people experiencing mental illness, and in some areas with more security issues, contract security fills that role while the Library Experience Office Specialists are hired.

Vice President Eidmann noted that the vision of the Library Experience Office is to have a trauma informed system with differentiated roles where everybody in the system has some level of trauma informed training and staff with specialized roles like social workers and library experience officers, who currently are contract security that do not have experience in trauma informed practices.

8. Staff Presentation: Los Angeles COVID-19 Community Archive

Kren Malone, Director, Central Library Services, introduced Kelly Wallace, Adult Librarian from the History and Genealogy Department, and Suzanne Im, Acting Senior Librarian from the Digitization and Special Collections Department, to provide an overview of Los Angeles COVID 19 Community Archive. She said Kelly Wallace, a California History Specialist, had the idea of creating the archive to collect stories and serve as a creative and cathartic outlet for the public and to serve as a time capsule for this point in our history. The archive has received more than 2,000 submissions and counting.

Suzanne Im, Acting Senior Librarian, reported that when staff started telecommuting due to the pandemic, she and Ms. Wallace began discussing ways to engage patrons during this time, and on May 1, 2020, Los Angeles Public Library invited Angelenos to contribute materials that document life in Los Angeles during the pandemic.

Suzanne Im stated that submissions can illustrate any aspect of the crisis that is meaningful to the patrons and showed samples from the archives. She stated that they will be taking submissions online until May 1st and the website has instructions in several languages. She noted that Library staff has been curating the collections and they are available on TESSA in the order they were received.

**9. Commissioners' Comments
and Announcements**

- Next Regular Meeting: Thursday, February 11, 2021, at 11:00 a.m. via Teleconference.

10. Adjournment: The meeting was adjourned at 12:07 p.m.

ATTEST:

Bích Ngọc Cao
President

Raquel M. Borden
Board Executive Assistant