

MINUTES

BOARD OF LIBRARY COMMISSIONERS CITY OF LOS ANGELES

March 25, 2021

A Regular Meeting of the Board of Library Commissioners was held via teleconference at 11:03 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: None

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 with the poem “The Place of Wild Things,” by Wendell Berry.

3. Approval of the Minutes:

a. Minutes of the Regular Meeting - February 25, 2021

It was moved by Vice President Eidmann and seconded by Commissioner Franzen to approve the Minutes of the Regular Meeting held on February 25, 2021. The motion passed with 4 Ayes (Cao, Eidmann, Franzen & Salinas). Noes: 0. Absent: 0.

b. Minutes of the Regular Meeting - March 11, 2021

It was moved by Commissioner Salinas and seconded by Commissioner Franzen to approve the Minutes of the Regular Meeting held on March 11, 2021. The motion passed with 4 Ayes (Cao, Eidmann, Franzen & Salinas). Noes: 0. Absent: 0.

4. Public Comments on Matters

Within the Board’s Jurisdiction:

The Board heard three (3) comments on Item 7.

5. City Librarian's Comments

and Announcements: City Librarian John F. Szabo reported the following:

- **Persian New Year:** Nowruz is a Persian celebration of Spring that ushers in a new year. To celebrate, staff put together a video that features a number of LAPL staff and several children. The video is educational, entertaining, and represents LAPL beautifully.
- **Library to Go Evening Hours:** This week, the Library began offering evening Library to Go services on Tuesdays and Thursdays from 12:30 to 7 p.m. Daytime service hours are from 10 a.m. to 4:30 p.m. on Monday, Wednesday and Friday.
- **Wireless Printing Service:** In late February, the Library launched free remote printing services and patrons can pick up their printouts through the Library to Go services. Patrons can print up to 10 pages and send to print at any of the Library to Go locations and pick them up during service hours.
- **Providing Voter Access:** For the March 2021 Special Election, the L.A. County Registrar-Recorder/County Clerk collected 7,824 ballots from Vote By Mail ballot drop boxes from 17 of LAPL locations. The City Clerk's Office will also be using some of them for the upcoming Neighborhood Council elections.
- **Voices Neighborhood Council Meeting:** This neighborhood council represents the area of the Vermont Square Branch Library. I attended their meeting to request support for the dedication of the branch to Rita Walters. They also notified the residents of the area about the ballot boxes at the Vermont Square Branch.
- **Women's History Month:** A series of blog posts that chronicle "The Women of the Los Angeles City Council" have been done by Librarian Danielle Ball from the Social Science, Philosophy & Religion Department. These blogs highlight in depth the women who served in Los Angeles City Council, including Rita Walters.
- **WorkSource Center at Central Library:** LAPL continues assisting people apply for jobs and work on their resumes and interview skills through a partnership with Pacific Asian Consortium in Employment (PACE) and the Downtown/Pico Union. These services are currently being provided virtually and online programs offered by the Business & Economics Department. Librarian Deborah Spector did an interview recently with Channel 35 to promote these services.
- **Library Technology Conference:** Assistant City Librarian Susan Broman is speaking this afternoon at the Library Technology Conference. She is on the keynote discussion panel, which will be discussing libraries' biggest challenges and solutions for the future.
- **Career Online High School (COHS):** 71 students participated in a COHS virtual graduation on March 11. Mayor Eric Garcetti and COHS academic coaches provided messages for the graduates, and the graduates submitted photos or videos in their caps and tassels that the Library sent to them.

- **LAPL Staff running for positions in professional associations:** Patricia Valdovinos, Madeline Peña, Edwin Rodarte and Celia Avila are running for Councilor-at-Large with the American Library Association; Sada Mozer is running for the Association for Library Service to Children (ALSC) Board of Directors; Laurie Reese is in the running for the 2023 Sibert Committee; and Candice Wing-ye Mack is up for Public Library Association (PLA) Director-at-Large. City Librarian John F. Szabo stated that several LAPL staff are on board and committees for the Joint Council of Librarians of Color (JCLC) and congratulate them on the recent announcement that JCLC received the 2021 ALA Equity Award.
- **Poet Laureate Lynne Thompspon** is scheduled to attend the April 22 Board Meeting to deliver a reading at the start of the meeting. She is also working with staff on programming for National Poetry Month.

Board President Cao thanked Mr. Szabo for the information and stated that she was pleased that many LAPL staff members have been vaccinated through the coordination of the Library. Mr. Szabo replied that County Health Officials were allowing vaccinations for library staff working with the public or serving children, youth and students.

6. City Librarian's Reports:

Consent Item(s)

- a. Acceptance of grant from the Elizabeth Bixby Janeway Foundation for services to persons experiencing homelessness

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: 0.

LIBRARY RESOLUTION NO. 2021-9 (C-9)

RESOLVED, That the Board of Library Commissioners accepts the Elizabeth Bixby Janeway Foundation grant of \$10,000 for the Los Angeles Public Library's services for persons experiencing homelessness; and

FURTHER RESOLVED, That the funds be deposited in Trust Fund 831, Code 354.

Discussion Item(s)

- b. Approval for the appropriation of funds from the Unreserved and Undesignated Fund Balance (UUFB)

City Librarian John F. Szabo recommended approval to transfer funds in the amount of \$46,522.55 from the Unreserved and Undesignated Fund Balance (UUFB), Fund 300 to Account 7300, Furniture, Office and Technical Equipment to purchase equipment for the Van Nuys Branch Library, consisting of 24 laptop computers that patrons can checkout. He said extensive renovations to the branch are almost complete and he anticipates it will be ready for reopening in the Summer.

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

LIBRARY RESOLUTION NO. 2021-10 (C-10)

WHEREAS, Funds are available in the Library's Unreserved and Undesignated Fund Balance (UUFb) in the 2020-21 Fiscal Year; and

WHEREAS, Library staff request an appropriation in the amount of \$46,522.55 from the UUFb to Account 7300, Furniture, Office and Technical Equipment, within the Library's Fiscal Year 2020-21:

THEREFORE, RESOLVED, That the Board of Library Commissioners hereby approves an appropriation of \$46,522.55 from the Unreserved and Undesignated Fund Balance, Fund 300, Department 44, Account 2539, to Account 7300 in Fund 300, Department 44:

<u>Account</u>	<u>Amount</u>
From: Fund 300; UUFb, Account 2539	\$ 46,522.55
To: 7300 – Furniture, Office and Technical Equipment	\$ 46,522.55

FURTHER RESOLVED, That the Board hereby authorizes the City Librarian and City Attorney to make technical corrections as deemed necessary.

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

Vice President Eidmann reported that at the recent Ad Hoc Committee meeting on Re-imagining Safety & Security, they discussed progress on the budget and approvals for staffing the Library Experience Office (LEO). She asked City Librarian John F. Szabo to provide more details.

City Library John F. Szabo reported that the Library has provided a significant amount of information about the Library Experience Office and on how they intend to use the funding for the various social services in the Fiscal Year 2021-22 budget. He said they had excellent discussions with the Mayor's Office Budget Team and the City Administrative Officer (CAO) staff about all the new components of the Library's budget. He said the Mayor will release his proposed budget later in April.

Mr. Szabo stated that Karen Pickard-Four, Principal Librarian of the new Library Experience Office, and Kren Malone, Director of Central Library Services and lead for the Reimagining Safety Initiative, have been leading this initiative and they continue to have conversations with various health services providers. Once the Request for Proposals (RFP) is released, a variety of providers will have the opportunity to submit proposals for a variety of services. They are also on the cusp of approving

smaller contracts for staff training on de-escalation and for a consultant to help develop the request for proposals.

Discussion

Vice President Eidmann asked when the RFP would come to the Board for approval. Mr. Szabo stated it would take some time because the consultant who will assist in developing the RFP assist staff in putting together the RFP. He said the RFP is a critical step in order to bring those services onboard.

Commissioner Salinas congratulated staff for making significant progress, but said that she would like to hear about outreach to patrons at each library location to determine what they feel they need at their branch. She asked whether there were plans to do that survey.

Mr. Szabo replied that input is a critical component of this initiative and to do it right, they would like to engage people beyond a survey. He said staff will be reporting back on the approach they want to take.

Commissioner Franzen noted that there are new protocols for reopening various businesses in Los Angeles and asked where the Library was at.

Mr. Szabo stated that staff are working on reopening plans and have an update planned for the Board at the next meeting.

Vice President Eidmann asked where in the process was the creation of the social worker position approved by the Board earlier this year.

Mr. Szabo answered that the Library's Human Resources Office is working with the City's Personnel Department on this and because the exam for social worker has not been given in a long time, they have to make sure the exams are current. He said that once the exam is administered, the Library will get a pool of candidates that it can interview and select from to fill the positions.

8. Commissioners' Comments and Announcements

New Commissioner

Board President Cao announced that Mayor Garcetti has appointed Ms. Arianne Edmonds to the Board of Library Commissioners. She will fill the vacancy created by Mai Lassiter, who resigned in February. Ms. Edmonds is currently going through the confirmation process.

COVID Vaccinations

Commissioner Salinas announced that the Los Angeles County had just announced that people over who are 50 years old can get vaccines starting April 1, and all 16 and up will be eligible starting April 15.

_____ **Next Board Meeting Notice**

The next Regular Meeting of the Board is scheduled for Thursday, April 8, 2021, at 11:00 a.m. via Teleconference.

9. **Adjournment:** The meeting was adjourned at 11:36a.m.

ATTEST:

Bích Ngọc Cao
President

Raquel M. Borden
Board Executive Assistant

APPROVED: 4/8/2021