

MINUTES
BOARD OF LIBRARY COMMISSIONERS
CITY OF LOS ANGELES

Special Meeting
January 25, 2024

A Special Meeting of the Board of Library Commissioners was held at the Central Library at 12:19 p.m. on the above-written date.

1. Roll Call:

Present:	President	Valerie Lynne Shaw
	Vice President	Linda Blank
	Commissioner	Kelly Besser
	Commissioner	Hiram Sims

Absent: None.

Also present: City Librarian John F. Szabo, Assistant City Librarian Susan Broman; Deputy City Attorney Josh M. Templet; Board Secretary Raquel Borden.

2. Public Comments: None

3. Board Discussion:

a. Discussion of Board Priorities and Areas of Interest for 2024:

For the record, Deputy City Attorney Josh M. Templet noted that Board President Shaw had distributed a list of items to be discussed.

Board President Shaw stated that she had designated each Board member council districts, Library divisions, and areas of special interest for which they would be responsible for in addition to other activities.

The Board discussed the following areas of interest related to library programs, projects and initiatives:

- **Library Events:** Board members requested to be notified of current and upcoming major library events throughout the system.
- **Development of Friends of the Library Groups:** Assist branch libraries without Friends Groups to establish their groups with collaboration, mentoring and input of current successful groups who can provide guidance on how to establish a 501c(3) organization and create a how-to-guide for running a Friends group.
- **Library facilities and Facility Plan for LAPL:** Discussed updates and status of Facilities, Bond program, and organizational changes.

- **Update on the strategic planning process:** Requested updates on the new strategic plan and asked for a copy of the previous strategic plan. Mr. Szabo stated that soon staff will bring a proposed contract for the project and everyone from the Board, staff, public and other stakeholders would be asked to provide input, and the Board will also be involved in the approval process.
- **Dual enrollment for Career Online High School diploma program:** Look into extending the COHS program to include dual enrollment for college.
- **Expand Financial Literacy classes:** Work with schools to offer financial literacy to high school age kids.
- **Library Foundation:** Discussed programs and services paid by the Library Foundation and requested an expanded presentation.
- **Creative writing and book publishing classes:** Offer programs on creative writing and book publishing to help writers publish their books, continue assisting L.A. writers with services such as the Tech2Go bundles, and discuss possible author programs through LA Made.
- **Book selection process:** Requested a presentation on how the library selects books for the collection.
- **Paid performances for library programs:** Provide information on how to become a paid performer for the Library and information on “How to get my book in the library.”
- **LAPL’s support of Mayor Bass’s Inside Safe Initiative:** Mr. Szabo stated that the Library supports this initiative by providing services such as *The Source*, assistance from social workers and mental health professionals, and other services of the Library Experience Office. Requested presentation on the **Library Experience Office**.
- **Requested briefing on the Tech2Go program and data on the usage.**

b. Future and past branch library visits by commissioners: Not discussed.

c. **Brief discussion of agenda items for future Board retreat meeting:**

Board President Shaw stated that a Board retreat was being planned and it would be held at a local library or other location, from 10 a.m to 2:00 p.m. She ask for the following information for the retreat :

- Structure of City Government
- Structure of the Mayor’s Office
- Overview of the Library Department
- Budget process
- Major issues and initiatives for 2024
- Major challenges for the next two years
- Commissioners comments on general operations
- The relationship between the Library and the Library Foundation including funding program decisions, and the MOA with the Library Foundation.
- Tech2Go program pathway to continue the program at some of the branches

4. **Adjournment:** The meeting was adjourned at 1:07 p.m.

ATTEST:

Valerie Lynne Shaw
President

Raquel M. Borden
Board Executive Assistant