AGENDA
BOARD OF LIBRARY COMMISSIONERS
CITY OF LOS ANGELES
THURSDAY, NOVEMBER 20, 2014

CENTRAL LIBRARY
BOARD ROOM, 4th FLOOR
630 W. 5TH STREET
LOS ANGELES, CA 90071

TIME: 11:00 A.M.

AGENDA: In compliance with Government Code Section 54957.5, you may view the agenda and all available documents related to the items at the Central Library’s Information Desk or via the Internet at: http://www.lapl.org/about/bic_docs.html.

RULES OF DECORUM: Persons addressing the Commission shall not make impertinent, slanderous or profane remarks to the Commission, any member of the Commission, staff or general public, nor utter loud, threatening, personal or abusive language, nor engage in any other disorderly conduct that disrupts or disturbs the orderly conduct of any Commission Meeting and prevents the Commission from carrying out its public business. At the discretion of the Commission President or upon a majority vote of the Commission, the Commission President may order removed from the Commission meeting place any person who fails to observe the rules of decorum. Any person who has been ordered removed from a meeting may be charged with a violation of Penal Code Section 403, or other appropriate Penal Code or Los Angeles Municipal Code sections.

1. ROLL CALL

2. APPROVAL OF MINUTES - Regular Meeting – October 30, 2014

3. PUBLIC COMMENTS ON MATTERS WITHIN THE BOARD’S JURISDICTION

   (In accordance with Board Policy, a total of 15 minutes shall be allocated for public comment not to exceed three (3) minutes per speaker. Items arising during the public comment portion of the meeting shall be referred by the President to the staff or Board Committee for appropriate action or report back thereon to the Board.)

4. CITY LIBRARIAN’S COMMENTS AND ANNOUNCEMENTS

5. CITY LIBRARIAN’S REPORTS

   CONSENT CALENDAR

   (Commissioners who wish to discuss particular items should ask that such items be called as Special. The remaining items will be subject to a single vote.)

   a. RECOMMENDATION TO ACCEPT THE FOLLOWING GIFTS: (EXHIBIT "A")

      $15,000 From the Friends of the Platt Library to the Platt Branch Library for library materials

      $5,000 From Mr. Shahriyar Rahmati to the Business and Economics Department to purchase library materials
$ 4,536.20 From the Los Angeles Neighborhood Initiative (LANI) And RRM Design Group to the San Pedro Regional Branch Library (Value of outdoor library furniture)

b. RECOMMENDATION TO APPROVE TRANSFER OF FUNDS TOTALING $6,500 FROM THE LIBRARY FOUNDATION OF LOS ANGELES TO THE LIBRARY DEPARTMENT AND DEPOSITED IN THE LIBRARY BUDGET FOR FISCAL YEAR 2014-2015, FUND 300, ACCOUNT 9010, LIBRARY MATERIALS (EXHIBIT "B")

c. RECOMMENDATION TO APPROVE TRANSFER OF $1,620,000 FROM ACCT. 1010, SALARIES-GENERAL TO THE FOLLOWING ACCOUNTS WITHIN THE LIBRARY'S FISCAL YEAR 2014-15 BUDGET: $1,600,000 TO ACCT. 1070, SALARIES AS-NEEDED, AND $20,000 TO ACCT. 3310, MILEAGE/TRANSPORTATION EXPENSE (EXHIBIT "C")

6. VARIOUS COMMUNICATIONS: NONE

7. COMMISSIONERS' COMMENTS, ANNOUNCEMENTS AND REVIEW OF MATTERS PENDING

8. ADJOURNMENT

THE NEXT BOARD MEETING IS SCHEDULED FOR THURSDAY, DECEMBER 4, 2014, AT THE CENTRAL LIBRARY, 630 WEST FIFTH STREET, LOS ANGELES, CA 90071, CONVENING AT 11:00 A.M.

FINALIZATION OF BOARD ACTIONS - CHARTER SECTION 245: In accordance with Charter Section 245, actions of the Board of Library Commissioners shall become final at the expiration of the next five (5) meeting days of the City Council during which the Council has convened in regular session.

PARKING: Reduced parking rate validation can be obtained by showing your library card at the Information Desk, and is only valid for parking on the Westlawn Garage at 524 S. Flower Street. The Westlawn Garage is not owned or operated by the Library Department. Additional information is available at www.lapl.org.

Title II of the American with Disabilities Act: The City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodations to ensure equal access to its programs, services, and activities. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting/event you wish to attend. For additional information, please contact the Board Office at (213) 228-7530.

POST 11/17/2014

FOR INFORMATION CONTACT: LIBRARY COMMISSION OFFICE (213) 228-7530
LOS ANGELES PUBLIC LIBRARY
BOARD REPORT

November 20, 2014

TO: Board of Library Commissioners
FROM: John F. Szabo, City Librarian
SUBJECT: ACCEPTANCE OF GIFT FROM THE FRIENDS OF THE PLATT LIBRARY

RECOMMENDATION:

That the Board of Library Commissioners adopts the following resolutions:

RESOLVED, That a gift of $15,000 received from The Friends of the Platt Library, for the benefit of the Platt Branch Library be accepted; and

FURTHER RESOLVED, That a letter of thanks be sent to The Friends of the Platt Library, expressing the grateful appreciation of the Board and staff for the generous gift.

FINDINGS:

1. This gift of $15,000 will be used for library materials for the Platt Branch Library.
2. A letter of thanks should be sent to:

   Ms. Annie Haas, President
   Friends of the Platt Library
   23600 Victory Blvd.,
   Woodland Hills, CA 91376

Prepared by: Ruth Seid, West Valley Area Manager
Reviewed by: Cheryl Collins, Director of Branches
LOS ANGELES PUBLIC LIBRARY
BOARD REPORT

November 20, 2014

TO: Board of Library Commissioners
FROM: John F. Szabo, City Librarian
SUBJECT: ACCEPTANCE OF $5,000 GIFT FOR BUSINESS AND ECONOMICS DEPARTMENT

RECOMMENDATION

That the Board of Library Commissioners adopts the following resolutions:

RESOLVED, That a gift of $5,000 received from Mr. Shahriyar Rahmati, for the benefit of the Business & Economics Department of the Central Library be accepted; and

FURTHER RESOLVED, That a letter of thanks be sent to Mr. Shahriyar Rahmati expressing the grateful appreciation of the Board and staff for the generous gift.

FURTHER RESOLVED, That the funds be deposited in Fund 300, Books and Materials Account for the Business & Economics Department, Central Library.

FINDINGS

1. That the gift donation of $5,000 will be used to purchase library materials for the Business & Economics Department of the Central Library.

2. Mr. Rahmati often visited the Business & Economics Department as a young man and spent hours reading the books on business and finance. He developed an appreciation of the in-depth collection. His hope is to provide younger patrons with the same opportunities he had by donating funds towards the department’s collection.

3. A letter of appreciation should be sent to:
   Mr. Shahriyar Rahmati
   The Gores Group
   9800 Wilshire Blvd.
   Beverly Hills, CA 90292

Prepared by: Giovanna Mannino, Director of Central Library
LOS ANGELES PUBLIC LIBRARY  
BOARD REPORT 

November 20, 2014 

TO: Board of Library Commissioners 
FROM: John F. Szabo, City Librarian 

SUBJECT: ACCEPTANCE OF GIFT FROM LOS ANGELES NEIGHBORHOOD INITIATIVE (LANI) AND RRM DESIGN GROUP

RECOMMENDATION: 

That the Board of Library Commissioners adopts the following resolutions: 

RESOLVED, That a gift of outdoor library furniture valued at $4,536.20 from RRM Design Group and the Los Angeles Neighborhood Initiative (LANI) for use by the San Pedro Regional Library as part of the Great Streets Initiative on Gaffey Street be accepted; and 

FURTHER RESOLVED, That a letter of thanks be sent to the Los Angeles Neighborhood Initiative (LANI) and RRM Design Group, 

FINDINGS: 

1. Mayor Garcetti’s Great Streets Initiative aims to develop Great Streets that activate public spaces, provide economic revitalization, increase public safety, enhance local culture, and support great neighborhoods. Gaffey Street in San Pedro is the first Great Street in Council District 15. 

2. LANI is the project manager for the Great Streets Initiative to improve Gaffey Street. Los Angeles Neighborhood Initiative (LANI) works with committed community members to revitalize neighborhoods through improvement of public transportation corridors, urban greening and business district projects. LANI is also the organization responsible for the new exterior project at the Benjamin Franklin Branch Library. 

3. RRM Design Group was selected by a group of San Pedro stakeholders to be the contractor for the Gaffey Street project, and they applied for and won a grant from Redbox’s Outside the Box community initiative. The grant’s purpose is for libraries to give people an opportunity to use library resources outside the library in order to bring people together and strengthen their communities. The grant money was used to purchase the outdoor furniture for the library with library staff input.
4. The gift of outdoor furniture valued at $4,536.20 includes 27 bistro tables, 24
bistro chairs, 6 patio umbrellas, and 4 canopies; it will be utilized by the San
Pedro Regional Library on Gaffey Street for outdoor community programming.

5. A letter of thanks should be sent to:

   Kate Mayerson
   Program Manager
   Los Angeles Neighborhood Initiative
   800 Figueroa St. Ste. 970
   Los Angeles, CA 90017

   Tony Keith
   RRM Design Group
   3765 South Higuera St., Ste. 102
   San Luis Obispo, CA 93401

Prepared by: Kren Malone, Central Southern Area Manager

Reviewed by: Cheryl Collins, Director of Branches
To: Board of Library Commissioners
From: John F. Szabo, City Librarian
Subject: TRANSFER OF FUNDS FROM THE LIBRARY FOUNDATION

RECOMMENDATION

That the Board of Library Commissioners adopt the following resolution:

RESOLVED, That $6,500 be transferred from the Library Foundation and deposited in the FY 2014-15 Library Budget, Fund 300 Account 9010, Library Materials.

FINDINGS

1. The Library Foundation will transfer $3,000 from the Muriel Pollia Foundation Fund. The Muriel Pollia Foundation donated $75,000 in 2008 to maintain and develop the Asian Religion and Philosophy Collection of the Central Library. Dr. Muriel Pollia was personally and professionally very interested in Asian religion and philosophy.

2. The Library Foundation will transfer $3,500 from the Righteous Persons Foundation Fund. Steven Spielberg awarded a grant of $100,000 through his Righteous Persons Foundation in 2008 to maintain and develop the Judaism Collection of the Social Science/Philosophy/Religion Department of the Central Library. The emphasis is placed on the faith as expressed in its sacred works and works about them, the Jewish experience in America, and Judaism's relationships with other faiths.

3. These funds will be used in accordance with the guidelines specified by the Muriel Pollia Foundation Fund and the Righteous Persons Foundation to enhance the collections of the Social Science/Philosophy/Religion Department of the Central Library, which has one of the most significant collections of philosophy and religion titles of any public library in the United States.
4. The amounts requested for transfer are based on availability of newly published appropriate titles and past expenditures in these subject areas.

5. Bookplates are placed in each book acquired with these funds. Recognition plaques have been placed on the end panels of each section where the collections are shelved.

Prepared by:
Giovanna Mannino, Central Library Director

Reviewed by:
Kris Morita, Assistant General Manager
TO: Board of Library Commissioners
FROM: John F. Szabo, City Librarian
SUBJECT: TRANSFER OF FUNDS

RECOMMENDATION:

THAT The Board of Library Commissioners adopt the following resolution:

RESOLVED, That $1,620,000 be transferred from Account 1010 Salaries-General to the following accounts within the Library’s Fiscal Year 2014-15 Budget, Fund 300, Department 44:

<table>
<thead>
<tr>
<th>Acct. No.</th>
<th>Account Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1070</td>
<td>Salaries As-Needed</td>
<td>$1,600,000</td>
</tr>
<tr>
<td>3310</td>
<td>Mileage (Transportation)</td>
<td>20,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$1,620,000</strong></td>
</tr>
</tbody>
</table>

FINDINGS:

1. The Library Department has used substitute librarians, clerks and other staff to provide public service or in other functions to fill-in for vacancies or when staff members are sick, on vacation, or on jury duty. Each year, the Library transfers funds between its salaries accounts to provide sufficient funds for the substitute staff. Due to delays in hiring permanent staffing, the Library has also had to rely on substitute staffing to backfill the unfilled positions. This transfer of funds is necessary to ensure that public desks are staffed.

2. The Transportation Expense Account is used to reimburse employees for use of their personal vehicles for City business. The Los Angeles Administrative Code and labor/management Memoranda of Understanding mandate reimbursement to employees for mileage claims, carfare, and parking expenses. A transfer of funds is required to fully fund employee reimbursements for this fiscal year.

3. Sufficient funds are available for this transfer.

Prepared by: Robert Morales, Senior Management Analyst II
Reviewed by: Kyle Millager, Business Manager
MATTERS PENDING
BOARD OF LIBRARY COMMISSIONERS
NOVEMBER 20, 2014

SUBJECT

1. MARKETING PLAN DISCUSSION

2. LIBRARY FOUNDATION PRESENTATION

SCHEDULED FOR
BOARD MEETING
Pending
Pending

COMMISSIONERS' OVERSIGHT RESPONSIBILITY

Library Foundation of Los Angeles

- Gregory Bettinelli
- Mai Lassiter

Board Policies

- VACANT
- VACANT