AGENDA
Board of Library Commissioners
City of Los Angeles
Thursday, May 12, 2016

ATWATER VILLAGE BRANCH LIBRARY
3379 Glendale Boulevard
Los Angeles, CA 90039
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-lapl/board-library-commissioners. Some large agreements or attachments that may not be viewable on the website will be available in their entirety at the Information Desk and provided at the Board Meeting.

1. Roll Call

2. Approval of Minutes: Regular Meeting – April 28, 2016

3. Remarks by the Atwater Village Branch Senior Librarian

4. Public Comments (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.)

5. City Librarian's Comments and Announcements

6. 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:

   $3,000.00 From the Friends of the Platt Library for the “Hot Off The Press” Bestseller Program at the Platt Branch Library

   $3,000.00 From the Sherman Oaks Friends of the Library for the “Hot Off The Press” Bestseller Program at the Sherman Oaks Branch Library

   (EXHIBIT "A")
$2,725.74 From the Atwater Village Neighborhood Council to the Atwater Village Branch Library (Value of gift)

b. Recommendation to approve transfer of funds in the amount of $2,579,195 from the Salaries General account to various accounts within Fund 300, Department 44, Library Budget Fiscal Year 2015-16

(EXHIBIT "B")

Discussion Items

c. Oral Presentation: Atwater Village History by Friends of Atwater Village

d. Oral Presentation: LAPL's 2016 Summer Reading Program

7. Various Communications: None

8. Commissioners’ Comments, Announcements and Review of Matters Pending

9. Adjournment

NEXT BOARD MEETING NOTICE

THE NEXT BOARD MEETING IS SCHEDULED FOR THURSDAY, MAY 26, 2016, 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.

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.

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.

For more information, contact: Library Commission Office (213) 228-7530

Posted 5/9/16
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 $3,000 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. The gift of $3,000 is for the “Hot Off The Press” Bestseller Program 2016/2017.

2. A letter of thanks should be sent to:

   Hermalee Schmidt, 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

May 12, 2016

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian

SUBJECT: ACCEPTANCE OF GIFT FROM THE SHERMAN OAKS FRIENDS OF THE LIBRARY

RECOMMENDATION:

That the Board of Library Commissioners adopts the following resolution:

RESOLVED, That a gift of $3,000 received from the Sherman Oaks Friends of the Library, for the benefit of the Sherman Oaks Branch Library be accepted; and

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

FINDINGS:

1. The gift of $3,000 is for the “Hot Off The Press” Bestseller Program.

2. A letter of thanks should be sent to:

   Lee Farrer, Vice President
   Sherman Oaks Friends of the Library
   14245 Moorpark Street
   Studio City, CA 91423

Prepared by: Karen Pickard-Four, East Valley Area Manager

Reviewed by: Cheryl Collins, Director of Branches
May 12, 2016

LIBRARY RESOLUTION NO. 2015-20 (C-16)

RESOLVED, That the following donations to the "Hot Off The Press" Bestseller Program be accepted from the following Friends of the Library groups:

- $3,000 From the Friends of the Platt Library
- $3,000 From the Sherman Oaks Friends of the Library

FURTHER RESOLVED, That a letter of appreciation be sent to the Friends groups expressing the grateful appreciation of the Board of Library Commissioners and staff for their generous support.

This is a true copy:

Raquel M. Borden
Board Executive Assistant

Adopted by the following votes:

AYES:
NOES:
ABSENT:
LOSA NE GALE PUBLIC LIBRARY
BOARD REPORT

TO: Board of Library Commissioners
FROM: John F. Szabo, City Librarian
SUBJECT: ACCEPTANCE OF GIFT FROM THE ATWATER VILLAGE NEIGHBORHOOD COUNCIL

RECOMMENDATION:

That the Board of Library Commissioners adopts the following resolutions:

RESOLVED, That a gift of six chairs, one table, educational toys and children’s books valued at $2,725.74 received from the Atwater Village Neighborhood Council to be utilized by the Atwater Village Branch Library be accepted; and

FURTHER RESOLVED, That a letter of thanks be sent to the Atwater Village Neighborhood Council expressing the grateful appreciation of the Board and staff for the generous gift.

FINDINGS:

1. This gift of the 6 chairs, one table, educational toys and children’s books valued at $2,725.74 will be used in the children’s area at the Atwater Village Branch Library.

2. A letter of thanks should be sent to:

Courtney Morris, Co-Chair
Atwater Village Neighborhood Council
3371 Glendale Blvd. Unit 105
Los Angeles, CA 90039

Prepared by: Paul Montgomery, Hollywood Area Manager
Reviewed by: Cheryl Collins, Director of Branches
LIBRARY RESOLUTION NO. 2016-21

RESOLVED, That the gift of six chairs, one table, educational toys and children’s books, valued at $2,725.74, received from the Atwater Village Neighborhood Council for the children’s area at the Atwater Village Branch Library be accepted; and

FURTHER RESOLVED, That a letter of thanks be sent to the Atwater Village Neighborhood Council expressing the grateful appreciation of the Board and staff for the generous gift.

This is a true copy:

Raquel M. Borden
Board Executive Assistant

Adopted by the following votes:

AYES:
NOES:
ABSENT:
TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian

SUBJECT: TRANSFER OF FUNDS FROM THE SALARIES GENERAL ACCOUNT FOR LIBRARY MATERIALS AND TECHNOLOGY ITEMS TO ACCOUNTS WITHIN DEPARTMENT 44 FUND 300

RECOMMENDATIONS:

1. THAT the Board of Library Commissioners approve the transfer of $2,579,195 from the Library’s Salaries General Account, Department 44, Fund 300, Account 001010, to the accounts listed below within Department 44, Fund 300:

<table>
<thead>
<tr>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>From: 001010 – Salaries General</td>
<td>$2,579,195</td>
</tr>
<tr>
<td>To: 006010 – Office and Administrative</td>
<td>$459,195</td>
</tr>
<tr>
<td>007300 – Furniture, Office and Technical</td>
<td>120,000</td>
</tr>
<tr>
<td>Equipment</td>
<td></td>
</tr>
<tr>
<td>009010 – Library Materials</td>
<td>2,000,000</td>
</tr>
<tr>
<td>TOTAL:</td>
<td>$2,579,195</td>
</tr>
</tbody>
</table>

FINDINGS:

1. Funds in the amount of $2,579,195 are available in the Salaries General Account to transfer this fiscal year to various expense accounts. The availability of funds is attributed to salary savings due to the inability to fill vacant positions during the first part of the fiscal year.

2. The transfer of $2,000,000 for library materials will be used to increase the e-books collection, print materials collection, and DVD and music collection.

3. The transfer of $579,195 for technology items will be used to provide additional staff workroom computers, zoom text machines, mobile device bar code scanners, receipt printers, staff tablets for material holds, and self-checkout machines for the branch libraries.

Prepared by: Robert Morales, Senior Management Analyst II
Reviewed by: Madeleine M. Rackley, Business Manager
LIBRARY RESOLUTION NO. 2016-22 (C-17)

WHEREAS, Funds in the amount of $2,579,195 are available this fiscal year in the Salaries General Account to transfer to various expense, equipment and special accounts within the Library’s Fiscal Year 2015-16 Budget. The availability of funds are attributed to salary savings; and

WHEREAS, Staff requested the appropriation of $2,579,195 from the Salaries General Account to various expense, equipment and special accounts within the Library’s Fiscal Year 2015-16 Budget:

RESOLVED, That the Board of Library Commissioners approve the transfer of funds in the amount of $2,579,159 from the Salaries General Account within Department 44, Fund 300, to the accounts listed below:

- 006010 – Office and Administrative $459,195
- 007300 – Furniture, Office and Technical Equipment 120,000
- 009010 – Library Materials

TOTAL: $2,579,195

This is a true copy:

Raquel M. Borden
Board Executive Assistant

Adopted by the following votes:

AYES:
NOES:
ABSENT:
MATTERS PENDING
BOARD OF LIBRARY COMMISSIONERS

May 12, 2016

SUBJECT

1. STAFF HIRING ISSUES IN RELATION TO THE ADMINISTRATIVE CLERK EXAM

SCHEDULED FOR BOARD MEETING

Pending

COMMISSIONERS' OVERSIGHT RESPONSIBILITY

Library Foundation of Los Angeles Board
Gregory Bettinelli, Vice President
Mai Lassiter, Board Member

Media Marketing Ad Hoc Committee
Bich Ngoc Cao, President
Mai Lassiter, Board Member

Board Policies & Procedures Committee
Chair: Vacant
Member: Vacant