

# AGENDA

## Board Of Library Commissioners City of Los Angeles

Thursday, May 26, 2016

**CENTRAL LIBRARY**  
Board Room, 4th Floor  
630 W. 5<sup>th</sup> Street  
Los Angeles, CA 90071

**TIME: 11:00 A.M.**

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**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.

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**1. Roll Call**

**2. Approval of Minutes: Regular Minutes – May 12, 2016**

**3. 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.)

**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 approve Amendment to Contract No. 736 (EXHIBIT "A")  
with White Systems (Sencorp White, Inc.) to extend the term  
of the contract for the Maintenance of the Compact Shelving  
at the Central Library
- b. Recommendation to approve a Lease Agreement with the (EXHIBIT "B")  
California Library Association for office space at the  
Pio Pico-Koreatown Branch Library

- c. Recommendation to approve Memorandum of Agreement (EXHIBIT "C")  
Between the Los Angeles Public Library (LAPL) and the  
Los Angeles Unified School District (LAUSD) to create and  
distribute the Student Success Library Card

**Board Discussion**

- d. Recommendation to Adopt Library Department Budget for (EXHIBIT "D")  
Fiscal Year 2016-17, totaling \$162,414,673
6. **Various Communications: None**
7. **Commissioners' Comments, Announcements and  
Review of Matters Pending**
8. **Adjournment**

**NEXT BOARD MEETING NOTICE**

THE NEXT MEETING OF THE BOARD IS SCHEDULED FOR THURSDAY, **June 9, 2016** at the  
AT THE **CENTRAL LIBRARY**, 630 WEST FIFTH STREET, LOS ANGELES, CA 90071,  
CONVENING AT **11:00 A.M**

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**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.

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**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 [lapl.org](http://lapl.org)

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**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.

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**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.

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Posted 5/23/16

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

LIBRARY DEPARTMENT  
BOARD REPORT

May 26, 2016

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian



SUBJECT: **RECOMMENDED APPROVAL OF AMENDMENT TO CONTRACT NO. 736 WITH WHITE SYSTEMS FOR THE MAINTENANCE OF THE COMPACT SHELVING AT CENTRAL LIBRARY**

RECOMMENDATIONS:

THAT The Board of Library Commissioners adopt the following resolutions:

1. That the Board of Library Commissioners (BOLC) determines that White Systems, Inc., continues to provide the maintenance of the compact shelving at Central Library.
2. That the BOLC approves Amendment No. 5 to Supplemental No. 1 to Contract No. 736 with White Systems, Inc., in order to extend the term of the contract to June 13, 2019, pursuant to the provisions of City of Los Angeles Administrative Code Section 10.5 (b) 2.
3. That the BOLC find that the City's Personnel Department previously determined that City employees do not have the expertise to perform the work required and the Library Human Resources concurs with the previous findings.
4. That the BOLC approves the company name change from White Systems Inc. to Sencorp White Inc.
5. That the City Librarian and the City Attorney be authorized to make minor technical changes to the amendment to Contract No. 736 prior to execution.
6. That the President of the Board of Library Commissioners be authorized to execute the amendment to Contract No. 736.

FINDINGS:

1. On August 4, 2005, the Board of Library Commissioners approved the issuance of a Request for Bids (RFB) for the maintenance of the compact shelving at Central Library. White Systems, Inc. was the only firm to respond to the Request for Bids.
2. On October 6, 2005, the Board of Library Commissioners approved the contract between the Library Department and White Systems, Inc. for the period June 14, 2006 through June 13, 2009.

3. On May 28, 2009, the Board of Library Commissioners approved Amendment No. 1 to the contract between the Library Department and White Systems Inc. to extend the term of the contract through June 13, 2010.
4. On March 25, 2010, the Board of Library Commissioners approved Amendment No. 2 to the contract between the Library Department and White Systems, Inc. to extend the term of the contract through June 13, 2011.
5. On July 7, 2011 the Board of Library Commissioners approved Supplemental Agreement No. 1 to the contract between the City of Los Angeles, Library Department and White Systems, Inc., to extend the term of the contract through June 13, 2012.
6. On January 26, 2012 the Board of Library Commissioners approved Amendment No. 1 to Supplemental Agreement No. 1 to the contract between the City of Los Angeles, Library Department and White Systems, Inc., to extend the term of the contract through June 13, 2013.
7. On February 14, 2013 the Board of Library Commissioners approved Amendment No. 2 to Supplemental Agreement No. 1 to the contract between the City of Los Angeles, Library Department and White Systems, Inc., to extend the term of the contract through June 13, 2014.
8. On February 27, 2014 the Board of Library Commissioners approved Amendment No. 3 to Supplemental Agreement No. 1 to the contract between the City of Los Angeles, Library Department and White Systems, Inc., to extend the term of the contract through June 13, 2015.
9. On March 17, 2015 the Board of Library Commissioners approved Amendment No. 4 to Supplemental Agreement No. 1 to the contract between the City of Los Angeles, Library Department and White Systems, Inc., to extend the term of the contract through June 13, 2016.
10. On October 31, 2015 Connell Limited Partnership acquired White Systems Inc. and changed the name to Sencorp White, Inc.
11. The compact shelving requires continuous service and maintenance to be efficient. White System is the manufacturer of the system and parts, and sole provider of maintenance services for this brand and model of compact shelving.
12. The term of this amendment is for a three (3) year period from June 14, 2016 through June 13, 2019.
13. Sufficient funds are available to provide maintenance services from the Library's Contractual Services Account.
14. The Deputy City Attorney has reviewed the contract as to form and legality.

Prepared by: Eloisa Sarao, Assistant Business Manager

Reviewed by: Kris Morita, Assistant General Manager  
Dov Lesel, Assistant City Attorney

AMENDMENT NO. 5 TO SUPPLEMENTAL AGREEMENT NO. 1

TO CONTRACT NO. 736

BETWEEN

THE CITY OF LOS ANGELES

AND

SENCORP WHITE

FOR THE MAINTENANCE OF THE COMPACT SHELVING AT CENTRAL LIBRARY

THIS AMENDMENT NO. 5 TO SUPPLEMENTAL AGREEMENT NO. 1 to Contract No. 736 (hereinafter referred to as the "Supplemental Agreement") is made and entered into by and between the City of Los Angeles, a municipal corporation, acting by and through its Board of Library Commissioners, (hereinafter referred to as Library) and White Systems (hereinafter referred to as Contractor).

WITNESSETH

WHEREAS, on August 4, 2005, the Board of Library Commissioners approved the issuance of a Request for Bids for the maintenance of the compact shelving at Central Library. White Systems, Inc., was the only firm to respond to the Request for Bids; and

WHEREAS, effective June 13, 2006, the Library and the Contractor have entered into Contract No. 736 to provide service to maintain the compact shelving at the Central Library; and

WHEREAS, pursuant to Administrative Code Sections 10.15 (a)(7) and 10.17, this agreement is exempt from competitive bidding and the Contractor is the sole provider of the maintenance services of this brand and model of compact shelving system; and

WHEREAS, on May 28, 2009, the Library amended Contract No. 736 to extend the period of performance to June 13, 2010; and

WHEREAS, on March 25, 2010, the Library amended Contract No. 736 to extend the period of performance to June 13, 2011; and

WHEREAS, on July 7, 2011, the Library amended Contract No. 736 to extend the period of performance to June 13, 2012; and

WHEREAS, on January 26, 2012 the Library amended Contract No. 736 to extend the period of performance to June 13, 2013; and

WHEREAS, on February 14, 2013 the Library amended Contract No. 736 to extend the period of performance to June 13, 2014; and

WHEREAS, on February 27, 2014 the Library amended Contract No. 736 to extend the period of performance to June 13, 2015; and

WHEREAS, on March 17, 2015 the Library amended Contract No. 736 to extend the period of performance to June 13, 2016; and

WHEREAS, the Library now desires to extend Contract No. 736 for a period of three (3) years through June 13, 2019; and

WHEREAS, the Connell Limited Partnership acquired White Systems, Inc. on October 31, 2015; and

WHEREAS, after the acquisition of White Systems, Inc. the company name was changed to Sencorp White, Inc.; and

NOW, THEREFORE, the parties hereby covenant and agree as follows:

1. Contract No. 736 is attached hereto as Exhibit 1 and incorporated herein by this reference. The terms and conditions of Contract No. 736 shall be the terms and conditions of this Supplemental Agreement, except as expressly modified herein.
2. Term: The term of this Supplemental Agreement shall be from June 13, 2006 through June 13, 2019.
3. The City's obligation to make payments under this contract shall be limited to \$126,396.00 per year. If the City appropriates additional funds for this contract, the City payment obligations shall be expanded to the extent of such appropriation(s), subject to the terms and conditions of the contract.
4. Ratification Clause: Due to the need for Contractor's services to be provided continuously on an ongoing basis, Contractor may have provided services prior to the execution of the Supplemental Agreement. To the extent that said services were performed in accordance with the terms and conditions of this Supplemental Agreement, those services are hereby ratified.

Except where expressly modified by this Supplemental Agreement, all other terms and conditions included in Contract No. 736 shall remain in full force and effect.

**IN WITNESS THEREOF**, the parties hereto have caused this Amendment No. 5 to Supplemental Agreement No. 1 to be executed by their respective, duly authorized representatives.

**BOARD OF LIBRARY COMMISSIONERS**

**WHITE SYSTEMS, INC.**

By \_\_\_\_\_  
BIC NGOC CAO  
President

By: \_\_\_\_\_  
BRIAN URBAN  
President

Date \_\_\_\_\_

Date \_\_\_\_\_

**APPROVED AS TO FORM:**

**ATTEST:**

MICHAEL N. FEUER, City Attorney

By \_\_\_\_\_  
ARLETTA MARIA BRIMSEY  
Deputy City Attorney

By \_\_\_\_\_  
RAQUEL BORDEN  
Executive Assistant

Date \_\_\_\_\_

Date \_\_\_\_\_

**BOARD OF LIBRARY  
COMMISSIONERS**

**BICH NGOC CAO**  
PRESIDENT

**GREGORY BETTINELLI**  
VICE-PRESIDENT

**MAI LASSITER**  
**JOSEFA SALINAS**  
**RITA WALTERS**

**RAQUEL M. BORDEN**  
BOARD EXECUTIVE ASSISTANT

# CITY OF LOS ANGELES

CALIFORNIA



**ERIC GARCETTI**  
MAYOR

**LOS ANGELES  
PUBLIC LIBRARY  
ADMINISTRATIVE OFFICES**

**RICHARD J. RIORDAN**  
CENTRAL LIBRARY  
630 WEST FIFTH STREET  
LOS ANGELES, CA 90071

(213) 228-7515 Phone  
(213) 228-7096 TDD  
(877) 488-4327 TDD  
(TOLL FREE NO.)

**JOHN F. SZABO**  
CITY LIBRARIAN

May 26, 2016

LIBRARY RESOLUTION NO. 2016-23 (C-18)

WHEREAS, On October 6, 2005, the Board of Library Commissioners approved Contract No. 736 between the City of Los Angeles and White Systems, Inc., the only firm that responded to the Request for Bids (RFB). The contract was approved for a three-year period, June 14, 2006 through June 13, 2009, and since 2009, the Board has approved extensions of the contract for one year periods; and

WHEREAS, White Systems is the sole provider of maintenance services for the brand and model of compact shelving at the Central Library. The Personnel Department and Library Human Resources previously determined that City employees do not have the expertise to perform the work required; and

WHEREAS, Funds are available in the Library's Contractual Services Account:

RESOLVED, That the Board of Library Commissioners hereby approves Amendment No. 5 to Supplemental Agreement No. 1 to Contract No. 736 with White Systems, Inc. to extend the term of the contract to June 13, 2019, pursuant to the provisions of City of Los Angeles Administrative Code Section 10.5 (b) 2; and

FURTHER RESOLVED, That the Board of Library Commissioners approves the company name change from White Systems, Inc. to Sencorp White Inc.; and

FURTHER RESOLVED, That the City Librarian and City Attorney be authorized to make technical changes to the amendment prior to execution; and

FURTHER RESOLVED, That the President of the Board of Library Commissioners be authorized to execute the amendment upon receipt of the required approvals.

This is a true copy:

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Raquel M. Borden  
Board Executive Assistant

Adopted by the following votes:

AYES:  
NOES:  
ABSENT:

LOS ANGELES PUBLIC LIBRARY  
BOARD REPORT

EXHIBIT "B"

May 26, 2016

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian 

SUBJECT: **REQUEST TO APPROVE A LEASE AGREEMENT WITH THE CALIFORNIA LIBRARY ASSOCIATION AT THE PIO PICO KOREATOWN BRANCH LIBRARY**

**RECOMMENDATIONS:**

That the Board of Library Commissioners:

1. Approve the attached Lease Agreement between the Los Angeles Public Library (LAPL) and the California Library Association (CLA) for the use of office space at the Pio Pico Koreatown Branch library;
2. Adopt the attached draft Resolution regarding the lease of space by the CLA at the Pio Pico Koreatown Branch Library; and
3. Authorize the City Librarian, or designee, to negotiate and sign the Lease Agreement between the LAPL and CLA, in substantial conformance with the proposed Lease Agreement, and to make revisions and technical corrections as necessary to the Lease Agreement between the LAPL and CLA, subject to approval of the City Attorney as to form.

**FINDINGS:**

1. The California Library Association (CLA) is a 501(c)(3) nonprofit charitable organization, established in 1895. Members include libraries, businesses, library employees, library students and members of the public who wish to support California libraries. It is the mission of the CLA to provide leadership for the development, promotion and improvement of library services, librarianship and the library community. The CLA offers professional development and advocacy support for its members and the California library community at large. Additionally, the CLA supports the administration of the California Summer Reading Program.
2. The LAPL is a member of the CLA as are many LAPL employees.
3. The CLA desires to rent office space at the Pio Pico Koreatown Branch library to administer various programs. The contract at their current location ends on May 31, 2016.

4. The Pio Pico Koreatown Branch is located at 694 S. Oxford Avenue, Los Angeles, California 90005. The CLA requests the use of office space comprising approximately 1,006 square feet of office space. The CLA will use existing LAPL furniture.
5. Under this lease, parking is not provided.
6. The term of the lease agreement between the LAPL and the CLA will be for three years from the date of execution.
7. For the initial term of the lease with the CLA, the rent shall be \$2,012 per month, which equals \$2.00 per square foot.
8. The Assistant City Attorney has reviewed the lease agreement as to form.

Prepared by: Madeleine M. Rackley, Business Manager

Reviewed by: Kristina Morita, Assistant City Librarian

Attachment

**LEASE AGREEMENT BETWEEN THE CITY OF LOS ANGELES AND  
THE CALIFORNIA LIBRARY ASSOCIATION  
FOR USE OF FLOOR SPACE IN THE PIO PICO KOREATOWN BRANCH  
OF THE LOS ANGELES PUBLIC LIBRARY**

**THIS AGREEMENT** is made and entered into as of June 1, 2016, by and between the City of Los Angeles, a municipal corporation, acting by and through its Board of Library Commissioners (hereinafter referred to as "Library" or "Lessor") and the California Library Association, a California nonprofit charitable corporation (hereinafter referred to as "CLA" or "Lessee").

**WITNESSETH:**

That, for and in consideration of the payment of contributions, as further specified herein, and the performance of the covenants and conditions herein contained, said Lessor does hereby lease unto said Lessee Rooms 204 and 208, all as shown on the diagram attached hereto as Exhibit A (the "Premises") for operation of the CLA.

It is understood and agreed by and between the Lessor and the Lessee as follows:

1. Lessee shall use the Premises and common areas solely for the purposes and under the name California Library Associate as specified herein. Lessee shall devote the entire Premises to such purposes. Lessee shall not use or permit the Premises to be used for any other purpose or purposes or under any trade name whatsoever without the written consent of Lessor. Lessor's consent to a change in the initial trade name shall not be unreasonably withheld.
2. The term of this Agreement shall be for three (3) years. The term shall begin July 1, 2016. Either the Lessee or the Lessor may terminate this Agreement at any time during its term by giving 30 days written notice to the other party to this Agreement. For the term of this lease, the rent amount shall be \$2,012 per month. The rent shall include the cost of utilities for the Premises.
3. Lessee shall be responsible for payment of any costs that Lessor may incur as a result of Lessee's misuse of or damage to the Premises.
4. Lessee shall, after first obtaining the written consent of the Lessor, have the right to install or place equipment, fixtures and other personal property (hereinafter, all called "equipment") on the Premises. In the event such equipment is installed or placed on the Premises, Lessee may remove the same within sixty (60) days after the termination of this Agreement at Lessee's sole cost and expense. It is understood and agreed that in the event any equipment is not so removed, the value thereof shall be considered as

additional rent due and owing to the Lessor and full right and title thereto shall pass to the Lessor.

5. Lessee shall enforce no smoking within the Premises.

6. Lessee shall comply at all times during its use and occupancy of the Premises with all ordinances, laws, and regulations affecting the use and occupancy thereof, including maximum occupancy ordinance.

7. Lessor shall not be required to make any alterations, additions, or Improvements in and upon the Premises during the term of this Lease. Lessee shall not make any alterations, additions, or improvements to the leased Premises without the written consent of the Lessor. In the event Lessee makes any alterations, additions, or improvements to the leased Premises without the written consent of Lessor, Lessor shall have the right to restore the leased Premises to the condition the leased Premises were in immediately prior to Lessee's occupancy, and Lessee agrees to reimburse Lessor for its costs incurred thereby within thirty (30) days of presentation of demand by Lessor. The exercise of Lessor's right to restore the leased Premises shall not operate to excuse Lessee's violation of this paragraph nor shall said exercise of right waive any other remedy available to Lessor.

8. Lessee shall be responsible for and pay for any repairs or replacements of any character whatsoever that are occasioned or made necessary by reason of the negligence or misuse of said Premises by the Lessee.

9. Lessee shall not place any signage, advertising or display on the inside or outside of the Premises without the prior written approval of the Lessor.

10. Lessee is not provided any on-site parking under this Agreement. Lessee may not park any motor vehicles in the parking facility of the Premises.

11. Provided Lessee exercises an ordinary standard of care in the performance of Lessee's duties, and except for the malfeasance, gross negligence or willful misconduct of Lessee, Lessor agrees to indemnify and hold harmless Lessee from loss or liability which may arise in connection with Lessee's activities performed on behalf of Lessor under this Lease Agreement. Lessor also agrees to indemnify and hold harmless Lessee from loss or liability arising from the acts or omissions of Lessor, its officers, employees or agents; Lessor shall bear no responsibility for loss or liability, actual or alleged, that arises from the acts or omissions of Lessee's agents.

12. Lessee shall, upon the expiration of the term of this Agreement or upon the sooner termination thereof, then and there immediately, peaceably and quietly surrender and yield up to the Lessor possession of the Premises, and when

surrendered, the Lessee shall leave the Premises in as good order and condition as said Premises were at the beginning of the term of this Lease, ordinary wear and tear thereof and damage by the elements, fire, earthquake, flood, act of God, or public calamity excepted. In the event Lessee holds over after the expiration of the term (with or without the express or implied consent of Lessor), such tenancy shall be from month-to-month only, and not a renewal hereof or an extension for any further term, and such month-to-month tenancy shall be subject to the same terms and conditions contained in this Agreement.

13. Lessee shall provide evidence of insurance for comprehensive liability. Lessee acknowledges that adequate insurance is maintained to cover all incidents for which Lessee may be held liable or for which Lessee has assumed liability under this Lease.

14. Lessor may, at its option, either self-insure or purchase commercial insurance for comprehensive liability and casualty.

15. Lessor shall have the right to enter upon the Premises at all reasonable times to inspect the same to see that no damage has been or is done, to protect any and all rights of Lessor and to post such reasonable notices as Lessor may desire to protect the rights of the Lessor, to supply any services to be provided by Lessor hereunder and to perform all required work therein, for the purposes of making alterations, repairs or additions to the Premises or any portion of the Site as required by law.

16. The Premises may be open for business during such hours as the Lessee may elect from time to time, during the hours the Los Angeles Public Library is open to the public or at such other times approved by the City Librarian or designee; and in all events, the Lessee's employees and agents (and such other persons designated by Lessee in writing from time to time) shall have twenty-four hours access to the Premises.

17. The rental fee paid by the Lessee covers the use of space only; it does not guarantee the adequacy or the condition of any equipment which may be used.

18. The covenants and conditions contained in this Lease shall be binding upon the parties hereto and their respective heirs, executors, administrators, successors, and assigns. Lessee shall not assign, let or sublet the whole or any part of said Premises without the written consent of said Lessor.

19. Any notice required to be served hereunder shall be in writing. Any notice by the Lessee to the Lessor may be given by depositing in the United States mail, postage prepaid, addressed to:

John F. Szabo, City Librarian  
630 West 5th Street  
Los Angeles, CA 90071

Any written notice by the Lessor to the Lessee may be given by depositing in the United States, mail, postage prepaid addressed to the Lessee at:

California Library Association  
248 E. Foothill Boulevard, Suite 101  
Monrovia, CA 91016

20. If default shall be made in any of the covenants herein provided, Lessor shall provide written notice thereof, specifying the particulars of the default, to Lessee in the manner provided for in the preceding paragraph. Upon receipt of the notice, Lessee shall immediately commence to remedy the default. Lessee shall remedy the default within ten (10) calendar days of receipt of notice; provided; however, that where Lessee is diligently attempting to cure the default and more than 10 days is required therefor, Lessee may retain possession of the Premises and shall not be evicted therefrom. If Lessee fails to cure the default within ten (10) calendar days after receiving such notice or fails to diligently attempt to cure the default in the most expeditious manner practicable, Lessor may reenter said Premises, take possession thereof, and remove all persons and property therefrom. The aforesaid remedies shall not be deemed exclusive and Lessor may avail itself of any and all additional remedies available at law or in equity.

21. This Agreement shall be executed in four (4) identical quadruplicate copies each of which shall be an original. All captions and headings are inserted for the convenience of the parties, and shall not be used in any way to modify, limit, construe or otherwise affect this Agreement. In case one or more of the provisions contained in this Agreement (or any portion of such provision) shall for any reason be held to be unenforceable in any respect, such unenforceability shall not affect any other provision of this Agreement (or any portion of any such provision), and this Agreement shall be construed as if such unenforceable provision (or portion thereof) had never been contained herein.

This Agreement shall be governed by and construed and enforced in accordance with the laws, regulations and ordinances of the State of California and the City and County of Los Angeles. This Agreement sets forth the entire agreement and understanding of the parties in respect of the transactions contemplated hereby and supersedes all prior agreements, arrangements and understandings relating to the subject matter hereof. All representations and warranties shall survive the termination of this Agreement. In any action between any of the parties herein relating to any of the terms and provisions of this Agreement, the prevailing party in such action shall be awarded its reasonable

costs and expenses and reasonable attorney's fees. This Agreement may be amended, modified, superseded or cancelled only by a written instrument executed by the parties hereto.

22. The attached Standard Provisions for City Personal Service Contracts (Rev. 3/09) hereto as Exhibit B are hereby incorporated by reference into this Agreement, provided.

[Signature Page Follows]

**IN WITNESS WHEREOF**, the Parties hereto have caused this Agreement to be executed by their respective duly authorized representatives.

**BOARD OF LIBRARY COMMISSIONERS**

**CALIFORNIA LIBRARY  
ASSOCIATION**

By \_\_\_\_\_  
Bich Ngoc Cao, President

By \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

**APPROVED AS TO FORM:**

**ATTEST:**

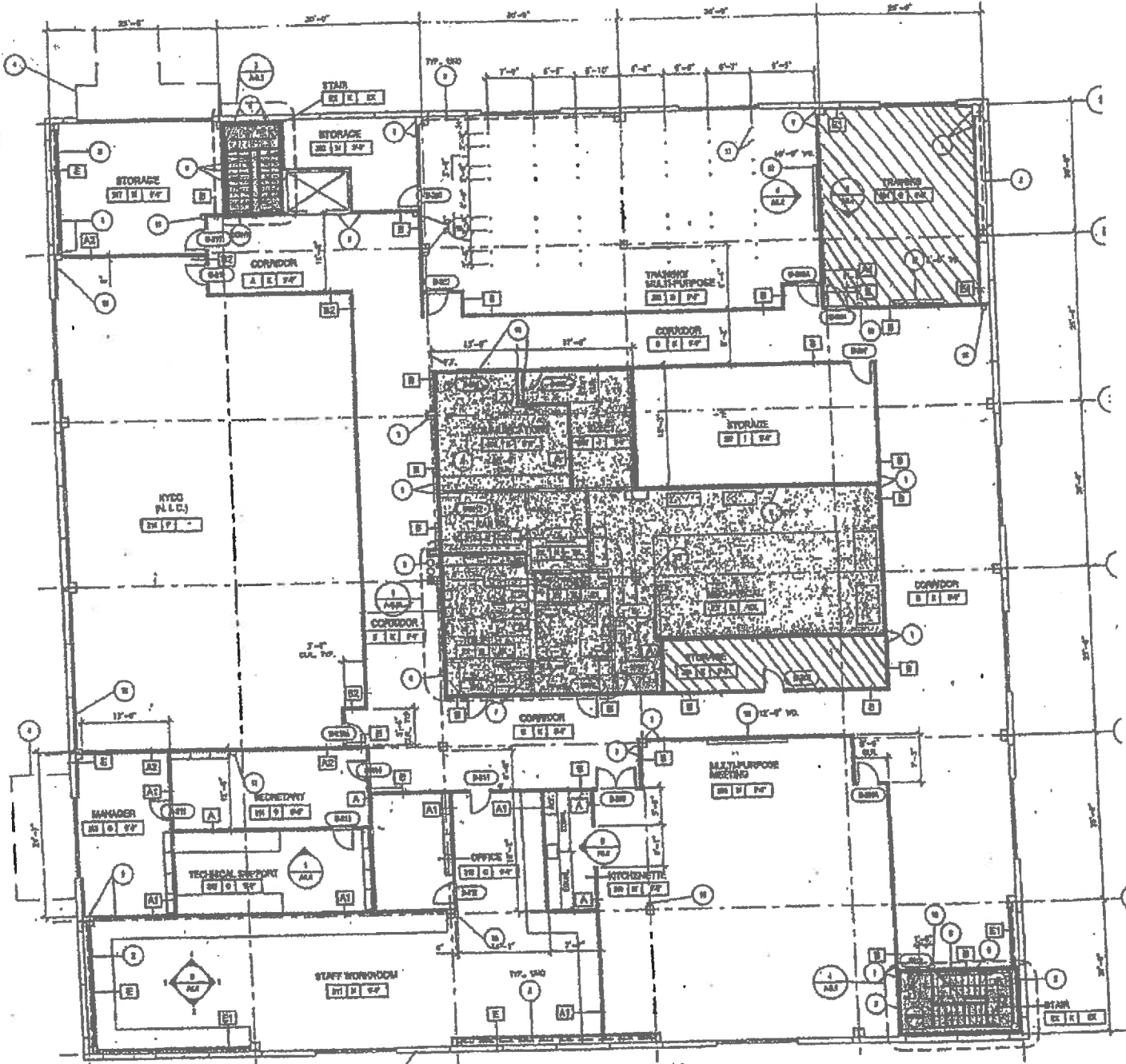
MICHAEL N. FEUER, City Attorney

By \_\_\_\_\_  
Maria Arletta Brimsey, Deputy City Attorney

By \_\_\_\_\_  
Raquel Borden, Executive Assistant

Date \_\_\_\_\_

Date \_\_\_\_\_



2nd FLOOR PLAN  
 PIO PIO KOREATOWN BRANCH

Lease space for CLA

Exhibit A

**BOARD OF LIBRARY  
COMMISSIONERS**

**BICH NGOC CAO**  
PRESIDENT

**GREGORY BETTINELLI**  
VICE-PRESIDENT

**MAI LASSITER**  
**JOSEFA SALINAS**  
**RITA WALTERS**

**RAQUEL M. BORDEN**  
BOARD EXECUTIVE ASSISTANT

# CITY OF LOS ANGELES

CALIFORNIA



**ERIC GARCETTI**  
MAYOR

**LOS ANGELES  
PUBLIC LIBRARY  
ADMINISTRATIVE OFFICES**

**RICHARD J. RIORDAN**  
CENTRAL LIBRARY  
630 WEST FIFTH STREET  
LOS ANGELES, CA 90071

(213) 228-7515 Phone  
(213) 228-7096 TDD  
(877) 488-4327 TDD  
(TOLL FREE NO.)

**JOHN F. SZABO**  
CITY LIBRARIAN

May 26, 2016

LIBRARY RESOLUTION NO. 2016-24 (C-19)

WHEREAS, On May 26, 2016, the Board of Library Commissioners approved the Lease Agreement between the Los Angeles Public Library (LAPL) and the California Library Association (CLA) for the use of floor space in the Pio Pico Koreatown Branch library; and

WHEREAS, It is the mission of the CLA to provide leadership for the development, promotion and improvement of library services, librarianship and the library community; the CLA offers professional development and advocacy support for its members and the California library community at large; and the LAPL and many LAPL employees are members of the CLA; and

WHEREAS, The term of the Lease Agreement would be for three (3) years; and

WHEREAS, The rent for the term of the Lease Agreement would be \$2,012 per month;

RESOLVED, That the Board of Library Commissioners approve the Lease Agreement between the Los Angeles Public Library (LAPL) and the California Library Association (CLA) for the use of office space at the Pio Pico Koreatown Branch library; and

FURTHER RESOLVED, That the Board of Library Commissions authorize the City Librarian, or designee, to negotiate and sign the Lease Agreement between the LAPL and CLA, in substantial conformance with the Lease Agreement, and to make technical corrections as necessary to the Lease Agreement between the LAPL and CLA, subject to approval of the City Attorney as to form.

This is a true copy:

\_\_\_\_\_  
Raquel M. Borden  
Board Executive Assistant

Adopted by the following votes:

AYES:  
NOES:  
ABSENT:

LOS ANGELES PUBLIC LIBRARY  
BOARD REPORT

May 26, 2016

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian *JF*

SUBJECT: **APPROVAL OF MEMORANDUM OF AGREEMENT BETWEEN THE LOS ANGELES PUBLIC LIBRARY AND THE LOS ANGELES UNIFIED SCHOOL DISTRICT TO CREATE AND DISTRIBUTE THE STUDENT SUCCESS LIBRARY CARD**

**A. RECOMMENDATIONS:**

1. That the Board of Library Commissioners (Board):
  - a. Approve the attached Memorandum of Agreement (MOA) which outlines the Student Success Library Card initiative and the responsibilities of the Los Angeles Public Library (LAPL) and the Los Angeles Unified School District (LAUSD);
  - b. Authorize the City Librarian and City Attorney to make technical changes to the MOA;
  - c. Authorize the President of the Board of Library Commissioners to execute the MOA, subject to receipt of the required approvals; and,
  - d. Adopt the attached Resolution regarding the agreement between LAPL and LAUSD.

**B. BACKGROUND:**

1. Summary

The Los Angeles Public Library, the Mayor's Office, and the Los Angeles Unified School District are partnering to provide an LAPL Student Success Library Card to every student in the district, and developing a process to make the delivery of a library card and information about library services and resources a part of the experience of every student at LAUSD.

2. Project Description

The Los Angeles Unified School District has over 650,000 students, primarily in the City of Los Angeles. Mayor Garcetti and City Librarian John F. Szabo have made it a priority to connect students with the broad range of services provided

by the Library, and Superintendent Michelle King has embraced the initiative. Librarians have worked closely with schools for many years, and the purpose of this project is to incorporate the process of getting a library card into the process of school enrollment, solidifying the role of the Library as an integral part of educational success.

The Student Success Library Card was developed in collaboration with LAUSD to connect students to the resources of the library. This new card will give access to all online services that the library provides, including online homework help; research and homework databases; downloadable e-books, audiobooks, music, and magazines; streaming music and video; and learning resources such as Lynda.com and language learning.

The Student Success Library Card will have no fines or fees, removing a barrier to library use that has caused parents to hesitate in bringing their children to the library. Students will be able to check out three books at a time. In order to check out additional items, a parent may register their student for a full-feature LAPL library card.

In the initial implementation period, all newly enrolled students will get a Student Success Library Card, and parents will opt-in to the program when they enroll their children in school.

The Library will create the cards, and mail them directly to the student's home, along with information about how to take advantage of the resources available for academic success. At the same time, the Library and the School District will work together to inform teachers about the program, and encourage educators to engage with students to use the Student Success Library Card.

Following the pilot project, LAUSD and LAPL will work on issuing cards to all current students. As new students enroll, the Library will issue cards on an ongoing basis.

### 3. Memorandum of Agreement

The proposed Memorandum of Agreement (MOA) between LAPL and LAUSD is included as Attachment A of this report. The MOA describes the roles and responsibilities of LAPL and LAUSD to issue Student Success Library Cards to all students of LAUSD.

### 4. Resolution

Proposed Library Resolution No. 2016-XX (C-XX) is included as Attachment E of this report. The Resolution approves the MOA between LAPL and LAUSD.

Prepared by: Susan Broman, Director of Emerging Technologies and Collections  
Reviewed by: Kristina Morita, Assistant General Manager  
Attachments

**MEMORANDUM OF AGREEMENT**  
**BETWEEN**  
**THE CITY OF LOS ANGELES LIBRARY DEPARTMENT**  
**AND**  
**LOS ANGELES UNIFIED SCHOOL DISTRICT**

This MEMORANDUM OF AGREEMENT (“MOA”) is entered into by and between the City of Los Angeles, a municipal corporation, acting by and through the Board of Library Commissioners ( “LIBRARY”) and the Los Angeles Unified School District ( “LAUSD”), both LIBRARY and LAUSD may be referred to herein individually as a “PARTY” and collectively as the “PARTIES”, for the purpose of providing Student Success Library Cards to LAUSD students.

WHEREAS, the mission of the LIBRARY is to provide free and easy access to information, ideas, books and technology that can help to enrich, educate and empower the lives of every individual within the various and diverse communities of the City of Los Angeles.

WHEREAS, the vision of the LAUSD is that every LAUSD student receive an education in a safe, caring environment and every student be college-prepared and career ready.

WHEREAS, the LIBRARY and the LAUSD are partners in education for the students of the City of Los Angeles and have a long tradition of collaborating to meet the needs of students in achieving their academic goals.

WHEREAS, the Mayor of the City of Los Angeles, Eric Garcetti, has made it a priority of his administration to ensure that every LAUSD student receives a library card.

WHEREAS, President Obama’s 2013 ConnectED initiative strives to enrich the education and opportunities of every K-12 student through partnerships and cooperation; and,

WHEREAS, in April 2015 the White House launched the ConnectED Library Challenge, in which libraries and schools are encouraged to build partnerships to ensure that every child receives a library card.

NOW THEREFORE, in consideration of the terms, covenants and conditions hereinafter contained to be kept and performed by the respective PARTIES, the PARTIES agree to collaborate on connecting every LAUSD student with a Student Success Library Card issued by the LIBRARY as follows:

### SECTION 1 - TERM

The Term of this MOA shall commence on the last date all required signatures are obtained and shall not exceed a period of three (3) years. This MOA shall terminate without cause upon thirty (30) days written notice from either PARTY to the other PARTY stating that PARTY's intent to terminate this MOA.

### SECTION 2 – PURPOSE

The LIBRARY and the LAUSD agree to work collaboratively as outlined in this MOA to issue a Student Success Library Card to all students in the LAUSD. For School Year 2016-17, Student Success Library Cards will be issued to a mutually agreed upon pilot group and will expand in a mutually agreed upon manner to include all LAUSD students by the end of this MOA.

### SECTION 3 – STUDENT SUCCESS LIBRARY CARD

- 3.1 The Student Success Library Card will use the student's LAUSD issued identification number as the Student Success Library Card account number.
- 3.2 The Student Success Library Card will provide access to all electronic resources offered by the LIBRARY, including research and homework databases; live homework help on-line; learning resources; downloadable e-books, audiobooks, music and magazines; and also, music and video streaming.
- 3.3 The Student Success Library Card will have limited borrowing privileges of physical materials at the seventy-three (73) LIBRARY locations (Exhibit A) and will be limited to three (3) books, which must be returned before additional books will be allowed to be checked out.
- 3.4 Overdue fines or other fees will not be charged on any materials checked out with the Student Success Library Card.

### SECTION 4 – OPERATING RESPONSIBILITIES

Both PARTIES agree that all registration and circulation records of the LIBRARY pertaining to the Student Success Library Cards will remain confidential in accordance with the California Public Records Act and any other applicable statutes and will not be disclosed except in accordance with California Government Code Section 6267.

### SECTION 5 – LIBRARY OPERATING RESPONSIBILITIES

- 5.1 Design, create and issue Student Success Library Cards, including assuming all costs of printing and direct mailing to LAUSD students and their families.
- 5.2 Work jointly with the LAUSD to develop information that describes the Student Success Library Card program to parents or legal guardians. For School Year 2016-17, the information will be provided in the enrollment packet for new students and provide a choice to opt-in to providing the information to the LIBRARY.

- 5.3 Work jointly with the LAUSD to provide training and information to LAUSD teachers and administrators regarding the Student Success Library Card program.
- 5.4 Provide sufficient time for LIBRARY staff to visit local LAUSD schools in their service area to build and strengthen local partnerships and provide information on the Student Success Library Card program.
- 5.5 Replace lost, stolen, or damaged Student Success Library Cards at all seventy-three (73) LIBRARY locations (Exhibit A) at no cost to LAUSD or LAUSD students or their families or legal guardians.

#### SECTION 6 – LAUSD OPERATING RESPONSIBILITIES

- 6.1 Distribute the Student Success Library Card agreement form and pertinent information about the Student Success Library Card program to parents or legal guardians and ensure that appropriate parental consent to disclose personally identifiable pupil information is obtained.
- 6.2 Provide LAUSD student data to the LIBRARY’s integrated library system via a secure electronic delivery method.
- 6.3 Work jointly with the LIBRARY to develop and distribute handouts and website information to create awareness of the Student Success Library Card program.
- 6.4 Provide sufficient time for LAUSD staff members, including teachers and administrators, to attend or participate in training or webinars, or other promotional events, provided by the LIBRARY.
- 6.5 Work jointly with the LAUSD to provide training and information to LAUSD teachers and administrators regarding the Student Success Library Card program.
- 6.6 Provide evaluation and feedback to the LIBRARY and assist with obtaining feedback from LAUSD teachers, administrators, students and their families or legal guardians.
- 6.7 Work jointly with the Library public information group for any promotions and events. Ensure promotional materials include language that states “LAUSD in collaboration with the City of Los Angeles Public Library”.

#### SECTION 7 - NOTIFICATION TO PARTIES

- 7.1 The representative of the PARTIES who are authorized to administer this MOA and to whom formal notices, demands, and written communications shall be given are as follows:

LIBRARY     Los Angeles Public Library  
                  Attn: City Librarian

630 W. Fifth Street  
Los Angeles, CA 90071  
Telephone: (213) 228-7515  
Email: sbroman@lapl.org  
Fax No. (213) 228-7519

LAUSD Los Angeles Unified School District  
333 S Beaudry Ave.  
Los Angeles, CA 90017  
Phone: (213) 241-1000

- 7.2 Formal notices, demands and communications to be given hereunder by either PARTY shall be made in writing and may be effected by personal delivery or by registered or certified mail, postage prepaid, return receipt requested or through electronic mail (Email), facsimile (Fax), or hard copy and shall be deemed communicated as of the date of receipts.
- 7.3 If the name of the person designated to receive notices, demands or communications, or the address or other pertinent information of such person is changed, written notice shall be given to the other PARTY within ten (10) working days of such change.

#### SECTION 8 – PUBLIC ENTITY MUTUAL HOLD HARMLESS CLAUSE

Pursuant to the provisions of Section 895.4 et seq. of the California Government Code, each PARTY agrees to indemnify and hold the other harmless from all loss or liability for injury or damage, actual or alleged, to person or property arising out of or resulting from the indemnifying PARTY's acts or omissions in the performance of this MOA. The provisions of California Civil Code Section 2778 regarding interpretation of indemnity agreements are hereby incorporated into this section.

#### SECTION 9 – ASSIGNMENT AND SUCCESSORS

Neither PARTY may assign or otherwise alienate any of its rights under this MOA or delegate, subcontract, or otherwise transfer any of its duties under this MOA, unless evidenced by a written amendment to this MOA executed by both PARTIES.

*(SIGNATURE PAGE TO FOLLOW)*

**IN WITNESS WHEREOF**, the Parties hereto have caused this Agreement to be executed by their respective duly authorized representatives.

**BOARD OF LIBRARY COMMISSIONERS**

**CALIFORNIA LIBRARY  
ASSOCIATION**

By \_\_\_\_\_  
Bich Ngoc Cao, President

By \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

**APPROVED AS TO FORM:**

**ATTEST:**

MICHAEL N. FEUER, City Attorney

By \_\_\_\_\_  
Maria Arletta Brimsey, Deputy City Attorney

By \_\_\_\_\_  
Raquel Borden, Executive Assistant

Date \_\_\_\_\_

Date \_\_\_\_\_

IN WITNESS WHEREOF, the PARTIES have caused this MOA to be executed by their duly authorized representatives as of the dates indicated below:

**CITY OF LOS ANGELES, a  
municipal corporation, acting by  
and through its Board of Library  
Commissioners**

**LOS ANGELES UNIFIED SCHOOL  
DISTRICT**

BY: \_\_\_\_\_

BY: \_\_\_\_\_

NAME: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

APPROVED AS TO FORM:

ATTEST:

MICHAEL N. FEUER  
City Attorney

BY: \_\_\_\_\_

BY: \_\_\_\_\_  
Raquel Borden, Executive Assistant

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

TITLE: Deputy City Attorney

DATE: \_\_\_\_\_

**BOARD OF LIBRARY  
COMMISSIONERS**

**BICH NGOC CAO  
PRESIDENT**

**GREGORY BETTINELLI  
VICE-PRESIDENT**

**MAI LASSITER  
JOSEFA SALINAS  
RITA WALTERS**

**RAQUEL M. BORDEN  
BOARD EXECUTIVE ASSISTANT**

**CITY OF LOS ANGELES**

CALIFORNIA



**ERIC GARCETTI  
MAYOR**

**LOS ANGELES  
PUBLIC LIBRARY  
ADMINISTRATIVE OFFICES**

**RICHARD J. RIORDAN  
CENTRAL LIBRARY  
630 WEST FIFTH STREET  
LOS ANGELES, CA 90071**

**(213) 228-7515 Phone  
(213) 228-7096 TDD  
(877) 488-4327 TDD  
(TOLL FREE NO.)**

**JOHN F. SZABO  
CITY LIBRARIAN**

May 26, 2016

LIBRARY RESOLUTION NO. 2016-25 (C-20)

WHEREAS, the mission of the LIBRARY is to provide free and easy access to information, ideas, books and technology that can help to enrich, educate and empower the lives of every individual within the various and diverse communities of the City of Los Angeles; and

WHEREAS, the vision of the LAUSD is that every LAUSD student receive an education in a safe, caring environment and every student be college-prepared and career ready; and

WHEREAS, the LIBRARY and the LAUSD are partners in education for the students of the City of Los Angeles and have a long tradition of collaborating to meet the needs of students in achieving their academic goals; and

WHEREAS, the Mayor of the City of Los Angeles, Eric Garcetti, has made it a priority of his administration to ensure that every LAUSD student receives a library card; and

WHEREAS, President Obama's 2013 ConnectED initiative strives to enrich the education and opportunities of every K-12 student through partnerships and cooperation; and

WHEREAS, in April 2015 the White House launched the ConnectED Library Challenge, in which libraries and schools are encouraged to build partnerships to ensure that every child receives a library card:

RESOLVED, that the Board of Library Commissioners hereby approve the attached Memorandum of Agreement (MOA) which outlines the Student Success Library Card initiative and the responsibilities of the Los Angeles Public Library (LAPL) and the Los Angeles Unified School District (LAUSD).

This a true copy:

---

Raquel M. Borden  
Board Executive Assistant

Adopted by the following votes:


AYES:

NOES:

ABSENT:

LOS ANGELES PUBLIC LIBRARY  
BOARD REPORT

May 26, 2016

TO: Board of Library Commissioners  
FROM: John F. Szabo, City Librarian   
SUBJECT: **ADOPTION OF FISCAL YEAR 2016-17 BUDGET**

**RECOMMENDATIONS:**

That the Board of Library Commissioners:

1. Adopt the Library Department's operating budget for Fiscal Year (FY) 2016-17 in the amount of \$162,414,673, as approved by the Mayor and City Council.
2. Adopt the attached Resolution regarding the Library Department's FY 2016-17 Budget in the amount of \$162,414,673, as approved by the Mayor and City Council.

**FINDINGS:**

1. The total operating Library Department Budget for FY 2016-17, as approved by the Mayor and City Council, is \$162,414,673. The Library's Charter-mandated appropriation increased by \$10,285,522 in FY 2016-17 from the previous fiscal year.
2. The budget for library materials has increased by \$1,849,535 from \$11,443,466 to \$13,293,001. Thus, the materials expenditures per capita will increase from \$2.93 to \$3.30.
3. The adopted budget includes funds to increase the library's bandwidth and replace hardware to provide faster Internet access. The budget also includes funds to add more self-checkout terminals, TechKiosks to provide circulating laptops and tablets, and provide virtualization applications to maintain the more than 2,000 public computers.
4. The adopted budget increases funding for the Library immigrant integration initiative, student success library card program with LAUSD and funds for the homeless engagement initiative.

5. The adopted budget includes an additional 49 positions for public and support services.
6. The adopted budget provides for drought resistant landscape improvements, urban gardening, electrical vehicle chargers and funds for alterations and improvements at branch libraries. Also, funds are provided for upgrades to the Central Library lighting system, heating system, security camera system and escalator modernization.
7. The total related costs for FY 2016-17 is \$59,286,467 and represents 36.5% of the total Library budget.

#### Attachments

Prepared by: Robert Morales, Senior Management Analyst II

Reviewed by: Madeleine M. Rackley, Business Manager

**LIBRARY DEPARTMENT**  
**Adopted Budget - Financial Information**

	(A) Adopted Budget 2014-15	(B) Adopted Budget 2015-16	(C) FY 2016-17 Adjustments	(D) Adopted Budget 2016-17
<b>APPROPRIATIONS</b>				
Mayor-Council Appropriation.....	\$ 139,401,339	\$ 147,623,777	\$ 10,285,522	\$ 157,909,299
Total Appropriations.....	<u>\$ 139,401,339</u>	<u>\$ 147,623,777</u>	<u>\$ 10,285,522</u>	<u>\$ 157,909,299</u>
<b>OTHER REVENUE</b>				
Fines and Fees.....	\$ 2,800,000	\$ 2,800,000	\$ --	\$ 2,800,000
Other Receipts.....	400,000	400,000	--	400,000
Unspent Prior Year Funds from UUF.....	1,150,000	3,119,000	(1,813,626)	1,305,374
Total Other Revenue.....	<u>\$ 4,350,000</u>	<u>\$ 6,319,000</u>	<u>\$ (1,813,626)</u>	<u>\$ 4,505,374</u>
Total Revenue.....	<u><u>\$ 143,751,339</u></u>	<u><u>\$ 153,942,777</u></u>	<u><u>\$ 8,471,896</u></u>	<u><u>\$ 162,414,673</u></u>
	<b>Adopted Budget 2014-15</b>	<b>Adopted Budget 2015-16</b>	<b>FY 2016-17 Adjustments</b>	<b>Adopted Budget 2016-17</b>
<b>EXPENDITURES</b>				
<b>SALARIES</b>				
General.....	\$ 63,145,961	\$ 66,614,347	\$ 2,640,738	\$ 69,255,085
As Needed.....	2,696,682	3,146,682	202,225	3,348,907
Overtime.....	35,423	35,423	50,000	85,423
Total Salaries.....	<u>\$ 65,878,066</u>	<u>\$ 69,796,452</u>	<u>\$ 2,892,963</u>	<u>\$ 72,689,415</u>
<b>EXPENSE</b>				
Office Equipment.....	\$ 30,462	\$ 30,462	\$ --	\$ 30,462
Printing and Binding.....	50,000	200,000	115,000	315,000
Contractual Services.....	5,103,424	7,879,758	2,954,657	10,834,415
Transportation.....	77,463	97,463	--	97,463
Library Book Repairs.....	77,796	77,796	--	77,796
Office and Administrative.....	1,471,276	2,093,698	1,580,502	3,674,200
Operating Supplies.....	157,454	157,454	30,000	187,454
Total Expense.....	<u>\$ 6,967,875</u>	<u>\$ 10,536,631</u>	<u>\$ 4,680,159</u>	<u>\$ 15,216,790</u>
<b>EQUIPMENT</b>				
Furniture, Office and Technical Eqpt.....	\$ 576,800	\$ 541,000	\$ 938,000	\$ 1,479,000
Transportation Equipment.....	\$ --	\$ --	\$ 450,000	\$ 450,000
Total Equipment.....	<u>\$ --</u>	<u>\$ 541,000</u>	<u>\$ 1,388,000</u>	<u>\$ 1,929,000</u>
<b>SPECIAL</b>				
Library Materials.....	\$ 10,443,466	\$ 11,443,466	\$ 1,849,535	\$ 13,293,001
Direct and Indirect Related Costs.....	58,147,445	60,554,228	(1,267,761)	59,286,467
Central Library - Alterations & Improvements.....	1,494,803	1,071,000	(1,071,000)	-
Total Special.....	<u>\$ 70,085,714</u>	<u>\$ 73,068,694</u>	<u>\$ (489,226)</u>	<u>\$ 72,579,468</u>
Total Library.....	<u><u>\$ 142,931,655</u></u>	<u><u>\$ 153,942,777</u></u>	<u><u>\$ 8,471,896</u></u>	<u><u>\$ 162,414,673</u></u>

**LOS ANGELES PUBLIC LIBRARY  
FY 2016-17  
RELATED COSTS**

Account 9510 / Various Special	FY 2015-16 Budget	Adjustments	FY 2016-17 Budget
<b><u>Indirect Costs</u></b>			
Fringe Benefits (38.80% of Salaries General)	\$ 25,846,367	\$ 1,024,606	\$ 26,870,973
Central Services (16.61% of Salaries General)	11,064,545	438,725	11,503,270
Reconciliation (FY 2014-15)	-	(3,331,015)	(3,331,015)
<b>Sub-Total:</b>	<b>\$ 36,910,912</b>	<b>\$ (1,867,684)</b>	<b>35,043,228</b>
<b><u>Direct Costs</u></b>			
Water	\$ 500,000	\$ (103,000)	\$ 397,000
Electricity	3,885,000	121,000	4,006,000
Natural Gas	239,224	-	239,224
Custodial / GSD	3,575,678	163,767	3,739,445
Parking Lot Operations / GSD	254,934	-	254,934
Parking Lot Sweeping / GSD	63,184	-	63,184
Mail / GSD	22,300	-	22,300
Building Maintenance / GSD	3,741,095	145,226	3,886,321
Building Maintenance Support of CL / GSD	217,092	(5,746)	211,346
Fleet / GSD	59,013	-	59,013
Fuel / GSD	49,417	-	49,417
Security Services / LAPD (Salaries)	4,780,309	150,828	4,931,137
Security Services / LAPD (Vehicles)	-	125,001	125,001
Refuse Collection / PW Sanitation	110,000	-	110,000
CAO/GO Bond Administration Fees	25,000	-	25,000
MICLA (AV/AT)	5,698,875	325	5,699,200
ITA / Telecommunications	422,195	2,522	424,717
<b>Sub-Total:</b>	<b>\$ 23,643,316</b>	<b>\$ 599,923</b>	<b>\$ 24,243,239</b>
<b>TOTAL INDIRECT AND DIRECT COSTS:</b>	<b>\$ 60,554,228</b>	<b>\$ (1,267,761)</b>	<b>\$ 59,286,467</b>
Percentage to Library Budget:	39.33%		36.50%
<b><u>Library Expenses</u></b>			
Central Library Alterations & Improvements (One Time)	\$ 1,071,000	\$ (1,071,000)	\$ -
<b>Sub-Total:</b>	<b>\$ 1,071,000</b>	<b>\$ (1,071,000)</b>	<b>\$ -</b>
<b>TOTAL ACCOUNT 9510 / VARIOUS SPECIAL:</b>	<b>\$ 61,625,228</b>	<b>\$ (2,338,761)</b>	<b>\$ 59,286,467</b>

**BOARD OF LIBRARY  
COMMISSIONERS**

\_\_\_\_\_  
**BICH NGOC CAO**  
PRESIDENT

**GREGORY BETTINELLI**  
VICE-PRESIDENT

**MAI LASSITER**  
**JOSEFA SALINAS**  
**RITA WALTERS**

**RAQUEL M. BORDEN**  
BOARD EXECUTIVE ASSISTANT

**CITY OF LOS ANGELES**

CALIFORNIA



**ERIC GARCETTI**  
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LOS ANGELES, CA 90071

(213) 228-7515 Phone  
(213) 228-7096 TDD  
(877) 488-4327 TDD  
(TOLL FREE NO.)

\_\_\_\_\_  
**JOHN F. SZABO**  
CITY LIBRARIAN

May 26, 2016

LIBRARY RESOLUTION NO. 2016-26 (C-21)

WHEREAS, the Los Angeles City Charter provides that the Board of Library Commissioners shall control, appropriate, and expend all Library Funds for the purposes of the department; and

WHEREAS, the Board of Library Commissioners approved the Library Department Proposed Budget for Fiscal Year 2016-17 on November 12, 2016, Library Resolution No. 2015-58 (C-46); and

WHEREAS, Staff recommends the adoption of the Library Department Budget for Fiscal Year 2016-17 as approved by the Mayor and City Council; and

RESOLVED, That the Board of Library Commissioners hereby adopts and certifies the attached Library Department Budget for Fiscal Year 2016-17 in the amount of \$162,414,673, as approved by the Mayor and City Council.

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 26, 2016**

**SUBJECT**

**SCHEDULED FOR  
BOARD MEETING**

There are no pending items.

**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