AGENDA

Board of Library Commissioners
City of Los Angeles

Thursday, December 7, 2017

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 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 held on November 9, 2017:
   Recommendation to move approval of the Minutes to the next meeting.

3. Introduction and Presentation: Librarians from Buenos Aires

4. Presentation of Retirement Resolution: Commissioner Rita Walters

5. 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.)

6. City Librarian’s Comments and Announcements

7. City Librarian’s Reports

   Consent Items

   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 gift: (EXHIBIT “A”)

      $1,000 From David Tulanian to the Ascot Branch Library for programs and incentives
b. Recommendation to approve transfer of funds in the amount of $340,000 from Salaries General (Account 1010) to Salaries As-Needed (Account 1070) and Salaries Overtime (Account No. 1090) within Library Department's Fiscal Year 2017-18 Budget, Fund 300, Department 44

(EXHIBIT “B”)

7. Various Communications: None

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

   a) Election of Officers for Fiscal Year 2017-18
   b) Board Meeting Schedule for January-June 2018

9. Adjournment

   **NEXT BOARD MEETING NOTICE**

   The next regular meeting of the Board is scheduled for Thursday, **DECEMBER 21, 2017**,** at the CENTRAL LIBRARY, 630 W. 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.

   **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

   Posted 12/4/17

   **For more information, contact:** Library Commission Office (213) 228-7530.
LOS ANGELES PUBLIC LIBRARY
BOARD REPORT

December 7, 2017

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian

SUBJECT: ACCEPTANCE OF GIFT FROM DAVID TULANIAN FOR THE ASCOT BRANCH LIBRARY

RECOMMENDATION:

That the Board of Library Commissioners adopts the following resolution:

RESOLVED, That a gift of $1,000 from David Tulanian for the benefit of the Ascot Branch Library be accepted; and

FURTHER RESOLVED, That the funds be deposited in Fund 831, Code 327 Ascot Branch.

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

FINDINGS:

1. The gift of $1,000 will be used for programming and incentives for the Ascot Branch Library.

2. A letter of thanks should be sent to Mr. David Tulanian (address on file) for his generosity.

Prepared by: Adam Mendelsohn, Central Southern Area Manager

Reviewed by: Chad Helton, Director of Branches
TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian

SUBJECT: TRANSFER OF FUNDS WITHIN LIBRARY DEPARTMENT FY 2017-18 BUDGET

A. RECOMMENDATIONS:

THAT the Board of Library Commissioners:

1. Approve the transfer of funds in the amount of $340,000 from Account 1010 Salaries General to the following accounts within the Library's Fiscal Year 2017-18 Budget, Fund 300, Department 44:

<table>
<thead>
<tr>
<th>Account</th>
<th>Account Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1070</td>
<td>Salaries As-Needed</td>
<td>$300,000</td>
</tr>
<tr>
<td>1090</td>
<td>Salaries Overtime</td>
<td>$40,000</td>
</tr>
<tr>
<td>TOTAL:</td>
<td></td>
<td>$340,000</td>
</tr>
</tbody>
</table>

2. Authorize the City Librarian to make any necessary technical changes.

3. Adopt the attached Resolution regarding the transfer of funds in the amount of $340,000.

B. FINDINGS:

1. The Library uses full-time, part-time and on-call librarians, clerks and other employees to staff public and support service desks, to fill-in for vacancies or when there are staff shortages due to employee illness, vacation or jury duty. When necessary, the Library transfers funds between its salary accounts to ensure there are sufficient funds in the appropriate accounts.

2. In addition, the Library is participating in the Mayor's "HIRE LA's Youth" program by providing jobs for young people ages 14-24 who live in the City of Los Angeles. Funding for these salaries comes from Account 1090 Salaries As-Needed.

3. Sufficient funds are available in Account 1010 Salaries General for this transfer.

Prepared by: Robert Morales, Senior Management Analyst II
Reviewed by: Madeleine Rackley, Business Manager
December 7, 2017

LIBRARY RESOLUTION NO. 2017-XX (C-XX)

WHEREAS, The Library transfers funds between salaries accounts each year to ensure that libraries are properly staffed; and

WHEREAS, Staff requested the transfer of $340,000 to various salary accounts within the Library’s Fiscal Year 2017-18 Budget:

THEREFORE, RESOLVED, That the Board of Library Commissioners hereby approves the following transfer of funds within the Library’s Fiscal Year 2017-18 Budget, Fund 300, Department 44:

<table>
<thead>
<tr>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>From: 1010 – Salaries General</td>
<td>$340,000</td>
</tr>
<tr>
<td>To: 1070 – Salaries As-Needed</td>
<td>300,000</td>
</tr>
<tr>
<td>1090 – Salaries Overtime</td>
<td>40,000</td>
</tr>
</tbody>
</table>

TOTAL: $340,000

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

December 7, 2017

SUBJECT

There are no items pending.

SCHEDULED FOR
BOARD MEETING

COMMISSIONERS' OVERSIGHT RESPONSIBILITY

Library Foundation of Los Angeles Board
Mai Lassiter, Board Member
Kathryn Eidmann, Board Member

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

Board Policies & Procedures Committee
Chair: Vacant
Member: Vacant
BOARD OF LIBRARY COMMISSIONERS

BICH NGOC CAO
PRESIDENT
KATHRYN EIDMANN
VICE-PRESIDENT
MAI LASSITER
JOSEFA SALINAS
VACANT

RAQUEL M. BORDEN
BOARD EXECUTIVE ASSISTANT

CITY OF LOS ANGELES
CALIFORNIA

ERIC GARCETTI
MAYOR
December 4, 2017

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) 488-4337 TDD
(TOLL FREE NO.)

JOHN F. SZABO
CITY LIBRARIAN

BOARD OF LIBRARY COMMISSIONERS
January – July 2018 Meeting Schedule

The Board of Library Commissioners meets on the 2nd and 4th Thursday of the month at 11:00 a.m. at the Central Library and at branch libraries throughout the City. The meeting schedule is as follows:

JANUARY
1/11 – (Thursday) – 11:00 a.m. – Central Library – Board Room – 4th Floor
1/25 – (Thursday) – 11:00 a.m. – Central Library – Board Room – 4th Floor

FEBRUARY
2/8 - (Thursday) – 11:00 a.m. – Central Library – Board Room – 4th Floor
2/22 - (Thursday) – 11:00 a.m. – Central Library – Board Room – 4th Floor

MARCH
3/8 - (Thursday) – 11:00 a.m. – Exposition Park-Dr. Mary McLeod Bethune Regional Branch Library, 3900 S. Western Ave. LA 90062
3/22 - (Thursday) – 11:00 a.m. – Central Library – Board Room – 4th Floor

APRIL
4/12 – (Thursday) – 11:00 a.m. – Wilmington Branch Library, 1300 N. Avalon Blvd
Wilmington, 90744
4/26 – (Thursday) – 11:00 a.m. – Central Library – Board Room – 4th Floor

MAY
5/10 - (Thursday) - 11:00 a.m. – Central Library – Board Room – 4th Floor
5/24 - (Thursday) - 11:00 a.m. – Central Library – Board Room – 4th Floor

JUNE
6/14 - (Thursday) - 11:00 a.m. – Lake View Terrace Branch, 12002 Osborne St.
Lake View Terrace, 91342
6/28 - (Thursday) - 11:00 a.m. - Central Library – Board Room – 4th Floor

Please note that the meeting dates, time, and location are subject to change or cancellation. For more information, please contact the Library Commission Office (213) 228-7530.