AGENDA
Board of Library Commissioners
City of Los Angeles
Thursday, January 25, 2018

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:
   - Minutes of the Regular Meeting – November 9, 2017
   - Minutes of the Regular Meeting – December 7, 2017

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 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 gifts: (EXHIBIT “A”)
   - $2,539.74 From the Friends of the Silver Lake Library to the Silver Lake Branch Library (Value of projector and listening assistive equipment)
   - $2,500.00 From the Nicholas Patrick Beck Trust, Marcia Melkonian Trustee for the benefit of the Pacoima Branch Library
$2,000.00 From the Friends of the Atwater Library for the benefit of the Atwater Village Branch Library

b. Recommendation to approve acceptance of California Library Literacy Services Grant in the amount of $153,726 for the Los Angeles Public Library’s Adult Literacy Services for Fiscal Year 2017/18 (EXHIBIT “B”)

Discussion Items

c. Recommendation to approve transfer of funds in the amount of $500,000 from Account 1010-Salaries General to Account 3040-Contractual Services, within the Library’s Fiscal Year 2017-18 Budget, Fund 300, Department 44 (EXHIBIT “C”)

d. Recommendation to approve transfer of funds in the amount of $646,000 from Account 6010-Office and Administrative to Account 3040-Contractual Services, within the Library’s Fiscal Year 2017-18 Budget, Fund 300, Department 44 (EXHIBIT “D”)

e. Recommendation to approve Supplemental Fiscal Year 2018-19 Proposed Library Budget Package in the amount of $500,000 and approve the revised Fiscal Year 2018-19 Proposed Budget totaling $182,933,355 (EXHIBIT “E”)

7. Various Communications:

Receive and file letter from the Mayor, dated January 3, 2018, to City Council regarding the appointment of Ms. Dale Franzen to the Board of Library Commissioners for the term ending June 30, 2022.

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

9. Election of Officers for Fiscal Year 2017-18

10. Adjournment

NEXT BOARD MEETING NOTICE

The next regular meeting of the Board is scheduled for Thursday, February 8, 2018, 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 iapl.org

Posted 1/22/18

**For more information, contact:** Library Commission Office (213) 228-7530.
TO: Board of Library Commissioners
FROM: John F. Szabo, City Librarian
SUBJECT: ACCEPTANCE OF GIFT FROM THE FRIENDS OF SILVER LAKE LIBRARY

RECOMMENDATION:

That the Board of Library Commissioners adopts the following resolution:

RESOLVED, That a gift of an Epson PowerLite Projector and ADA compliant listening assistive equipment valued at $2,539.74 received from the Friends of Silver Lake Library, by funds received from the Silver Lake Neighborhood Council to be utilized by the Silver Lake Branch Library be accepted; and

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

FINDINGS:

1. This gift of the Epson PowerLite Projector and ADA compliant assistive listening equipment valued at $2,539.74, financially underwritten by a Neighborhood Purposes Grant from the Silver Lake Neighborhood Council, will be used for programs, presentations and community meetings at the Silver Lake Branch Library.

2. A letter of thanks should be sent to:
   a. Mary Ann Kuk, President
      Friends of Silver Lake Library
      2411 Glendale Blvd.
      Los Angeles, CA 90039
   b. Ann Marie Johnson and Scott Plante, Co-Chairpersons
      Silver Lake Neighborhood Council
      1850 Silver Lake Drive
      Los Angeles, CA 90026

Prepared by: Kian Daizadeh, Northeast Area Manager
Reviewed by: Chad Helton, Director of Branches
LOS ANGELES PUBLIC LIBRARY
BOARD REPORT

January 25, 2018

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian

SUBJECT: ACCEPTANCE OF GIFT FROM THE NICHOLAS PATRICK BECK TRUST, MARCIA MELKONIAN TRUSTEE

RECOMMENDATION:

That the Board of Library Commissioners adopts the following resolution:

RESOLVED, That a gift of $2,500 received from The Nicholas Patrick Beck Trust, Marcia Melkonian Trustee for the benefit of the Pacoima Branch Library be accepted; and

FURTHER RESOLVED, That the funds be deposited in Fund 831, Code 282 Pacoima Branch Library.

FURTHER RESOLVED, That a letter of thanks be sent to The Nicholas Patrick Beck Trust, Marcia Melkonian Trustee expressing the grateful appreciation of the Board and staff for the generous gift.

FINDINGS:

1. The gift of $2,500 will be used to purchase supplies and materials to support educational programming at all levels for the Pacoima Branch Library.

2. A letter of thanks should be sent to:

   The Nicholas Patrick Beck Trust
   Marcia Melkonian Trustee
   (Address on file)

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

Reviewed by: Chad Helton, Director of Branches
LOS ANGELES PUBLIC LIBRARY
BOARD REPORT

January 25, 2018

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian

SUBJECT: ACCEPTANCE OF GIFT FROM THE FRIENDS OF THE ATWATER LIBRARY

RECOMMENDATION:

That the Board of Library Commissioners adopts the following resolutions:

RESOLVED, That a gift of $2,000 received from the Friends of the Atwater Library, for the benefit of the Atwater Village Branch Library be accepted;

FURTHER RESOLVED, That the funds be deposited in Fund 831, Account 340; and

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

FINDINGS:

1. The gift of $2,000 will be used to purchase library materials for the Atwater Village Branch Library.

2. A letter of thanks should be sent to:

   Ms. Patricia L. Desmarais, President
   Friends of the Atwater Library
   3379 Glendale Blvd.
   Los Angeles, CA 90039

Prepared by: Paul Montgomery, Hollywood Area Manager

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

FROM: John F. Szabo, City Librarian

SUBJECT: ACCEPTANCE OF CALIFORNIA LIBRARY LITERACY SERVICES GRANT OF $153,176 FOR THE LOS ANGELES PUBLIC LIBRARY’S ADULT LITERACY SERVICES FOR FISCAL YEAR 2017/18

RECOMMENDATION:

That the Board of Library Commissioners adopt the following resolution:

RESOLVED, That the Board of Library Commissioners accepts the California Library Literacy Services (CLLS) grant of $153,176 for the Los Angeles Public Library’s Adult Literacy Services for Fiscal Year 2017/18; and

FURTHER RESOLVED, That the funds be deposited in Trust Fund 419, Account 341.

FINDINGS:

1. On January 3, 2018, the California State Library announced that the Los Angeles Public Library (LAPL) Adult Literacy Services program final payment of the total grant allocation for the 2017/18 fiscal year is $153,176. On September 28, 2017, the Board accepted the initial baseline CLLS grant amount of $18,000. Thus, the total grant amount is $171,176. LAPL and the Library Foundation of Los Angeles provide matching funds to make us eligible for this grant.

2. These funds must be accepted by the Board of Library Commissioners to activate this award.

3. In fiscal year 2016/17, the total spent on the library’s adult literacy program was $1,234,181, which came from the 2016/17 California Library Literacy Services grant in the amount of $172,675 and $1,061,506 in matching funds inclusive of in-kind services provided by LAPL and the Library Foundation.

4. Grant funds will be used to purchase print and web-based curriculum, print and audiovisual material for 21 literacy centers, hardware to enable small-group and one-on-one instruction for adult learners, and operational costs including design and production of newsletters and promotional collateral, professional development for contract and library employees, and organizational dues and memberships.

Prepared by: Kelly Tyler, Senior Librarian, Office of Education & Literacy

Reviewed by: Alicia Moguel, Principal Librarian, Department of Lifelong Learning
Eva Mitnick, Director, Engagement & Learning Division
January 25, 2018

LIBRARY RESOLUTION NO. 2018-XX (C-XX)

WHEREAS, On January 3, 2018, the California State Library announced that the Los Angeles Public Library Adult Literacy Services (CLLS) Program’s final payment of the total grant allocation for Fiscal Year 2017/18 is $153,176; and

WHEREAS, The Los Angeles Public Library and the Library Foundation of Los Angeles provide matching funds to become eligible for the grant; and

WHEREAS, The funds must be accepted by the Board of Library Commissioners to activate this award:

RESOLVED, That the Board of Library Commissioners accepts the California Library Literacy Services (CLLS) grant of $153,176 for the Los Angeles Public Library's Adult Literacy Services for Fiscal Year 2017/18; and

FURTHER RESOLVED, That the funds be deposited in Trust Fund 419, Account No. 341.

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 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 $500,000 from Account 1010 Salaries General to Account 3040 Contractual Services within the Library’s Fiscal Year 2017-18 Budget, Fund 300, Department 44:

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 $500,000.

B. FINDINGS:

1. The Board of Library Commissioners approved the release of a Request for Proposals (RFP) on April 13, 2017, for a consultant or consultants to lead the development of a Library Facilities Master Plan. On August 28, 2017, the Library received seven (7) proposals. Staff reviewed the proposals and found two (2) proposals non-responsive to the RFP.

2. Staff has reviewed the five (5) responsive proposals, interviewed the firms and are in the process of selecting a consultant or consultants for Phase I of the project.

3. Funds originally designated for implementation of the Library Facilities Master Plan in FY 2016-17 reverted to Unreserved and Undesignated Fund Balance (UUFAB) as RFP process extended into FY 2017-18.

4. Funds in the amount of $500,000 have been identified in FY 2017-18 to conduct Phase I of the Facility Master Plan. Phase I will consist of identifying the deliverables, selecting an assessment tools, developing a schedule and costs to perform Phase II, which will be the facility assessment of the 72 Branch Libraries and Central Library.

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

Prepared by: Robert Morales, Senior Management Analyst II
January 25, 2018

LIBRARY RESOLUTION NO. 2018-XX (C-XX)

WHEREAS, the Board of Library Commissioners approved a Request for Proposals for a consultant or consultants to lead the development of a Library Facilities Master Plan on April 13, 2017; and

WHEREAS, Staff requested the transfer of $500,000 from Library Account 1010 Salaries General to Library Account 3040 Contractual Services for Phase I of the Facilities Master Plan project;

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>$500,000</td>
</tr>
<tr>
<td>To: 3040 – Contractual Services</td>
<td>500,000</td>
</tr>
<tr>
<td>TOTAL:</td>
<td>$500,000</td>
</tr>
</tbody>
</table>

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 WITHIN LIBRARY DEPARTMENT FY 2017-18 BUDGET FOR LIBRARY PROMOTION AND MARKETING

A. RECOMMENDATIONS:

THAT the Board of Library Commissioners:

1. Approve the transfer of funds in the amount of $646,000 from Account 6010 Office and Administrative to Account 3040 Contractual Services within the Library’s Fiscal Year 2017-18 Budget, Fund 300, Department 44:

   From: Account 6010 – Office and Administrative $ 646,000
   To: Account 3040 – Contractual Services $ 646,000

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 $646,000.

B. FINDINGS:

1. The FY 2017-18 Adopted Library Budget includes approximately $2 million to implement the Library Marketing Plan. Funds were budgeted in various accounts based on the needs of the Library at the time the proposed budget was developed and submitted.

2. On June 8, 2017, the Board of Library Commissioners approved the prequalified list of sixteen (16) consultants to provide marketing and public relations services to the Library. Funds are required to be in Account 3040 to pay consultants for their services.

3. Staff recommends a transfer of a portion of the budget for Marketing and Promotion in the amount of $646,000 from Account 6010 Office and Administrative to Account 3040 Contractual Services to pay consultants approved by the Board to assist Library staff with the implementation of the Library marketing plan.

4. Sufficient funds are available in Account 6010 Office and Administrative for this transfer.

Prepared by: Robert Morales, Senior Management Analyst II
Reviewed by: Madeleine M. Rackley, Business Manager
January 25, 2018

LIBRARY RESOLUTION NO. 2018-XX (C-XX)

WHEREAS, The FY 2017-18 Adopted Library Budget includes funding to implement the Library Marketing Plan in Library Account 6010 Office and Administrative; and

WHEREAS, Staff requested the transfer of $646,000 to Library Account 3040 Contractual Services to allow staff to use the Marketing and Public Relations contractors to perform portions of the implementation:

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: 6010 – Office and Administrative</td>
<td>$646,000</td>
</tr>
<tr>
<td>To: 3040 – Contractual Services</td>
<td>646,000</td>
</tr>
<tr>
<td>TOTAL:</td>
<td>$646,000</td>
</tr>
</tbody>
</table>

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:     SUPPLEMENTAL FY 2018-19 PROPOSED LIBRARY BUDGET REQUEST

A.     RECOMMENDATIONS:

THAT the Board of Library Commissioners:

1. Approve the Supplemental FY 2018-19 Proposed Library Budget package in the amount of $500,000.

2. Approve the revised FY 2018-19 Proposed Library Budget in the amount of $182,933,355.

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

4. Adopt the attached Resolution regarding the supplemental budget request in the amount of $500,000 and the revised FY 2018-19 Proposed Library Budget in the amount of $182,933,355.

B.     FINDINGS:

1. The Board of Library Commissioners approved the FY 2018-19 Proposed Library Budget in the amount of $182,433,355 on November 9, 2017 (Library Resolution No. 2017-45 [C-39]). The proposed budget included a $500,000 reduction in the Unspent Prior Year Funds from the Unreserved and Undesignated Fund Balance (UUFB) from $2.5 million to $2 million. Staff has reviewed expected expenditures for the remainder of FY 2017-18 and finds that the reduction will not be necessary.

2. Staff recommends approval of an additional $500,000 in Account 9510 Various Special for LAPD security services. Funds will be used for dedicated increased LAPD patrols and contract security guards.

3. Library staff members have consistently ranked security as the top budget priority, leading to an increase of $927,495 in the FY 2018-19 Proposed Library Budget – bringing the total amount spent on security from $5,420,337 in the current fiscal year to $6,347,832 for FY 2018-19.
4. The additional funds for LAPD security services in this proposed package will result in a total increase for FY 2018-19 of $1,427,495, raising the total amount budgeted for security from $5,420,337 in FY 2017-18 to $6,847,832 in FY 2018-19.

5. Upon approval of the attached Resolution, the FY 2018-19 Proposed Library Budget will be $182,933,355. The Library will pay an estimated $73,309,246 for related costs, which is 40.18% of the Library’s proposed budget and 41.06% of the charter mandated appropriation.

Prepared by: Robert Morales, Senior Management Analyst II

Reviewed by: Madeleine M. Rackley, Business Manager
Susan Broman, Acting Assistant City Librarian
January 25, 2018

LIBRARY RESOLUTION NO. 2018-XX (C-XX)

WHEREAS, on January 11, 2018, the Board of Library Commissioners (Board) approved the Fiscal Year 2018-19 Supplemental Proposed Library Budget in the amount of $182,933,355 to fund Los Angeles Public Library (LAPL) services and programs; and,

WHEREAS, the Fiscal Year 2018-19 Supplemental Proposed Library Budget continues support of the six LAPL Strategic Plan goals, including outreach and promotion to enhance public awareness of the Library's services and programs;

RESOLVED, That the Board of Library Commissioners approve for transmittal to the Mayor's Office the Proposed Supplemental Library Budget for Fiscal Year 2018-19 in the amount of $182,933,355; and,

FURTHER RESOLVED, That the Board authorize the City Librarian to make revisions to the Fiscal Year 2018-19 Proposed Library Budget, if necessary.

This is a true copy:

Raquel M. Borden
Board Executive Assistant

Adopted by the following votes:

AYES:
NOES:
ABSENT:
LOS ANGELES PUBLIC LIBRARY
FY 2018-19 PROPOSED BUDGET
SUPPLEMENTAL PACKAGE

LOS ANGELES POLICE DEPARTMENT (LAPD) SECURITY SERVICES

The Los Angeles Police Department (LAPD) is responsible for providing security services at the 72 Branch Libraries and Central Library. The LAPD Security Services Division assigns 43 dedicated FTE Security Guards to the Library, 10 LAPD Officers to patrol City property (including the Branch Libraries and Central Library), and oversees approximately 30 private contract security guards assigned to the Library. The Library also funds LAPD Officers on an overtime basis to post at Libraries to address security matters.

Since 2014, the Library has also taken a number of measures to enhance security, including:

- Installation of recording security cameras at all 72 Branch Libraries;
- Upgrade of security cameras to recording security cameras at Central Library (in progress);
- Developed a close working relationship with LAPD to address and respond to security incidents, including regular meetings;
- Developed a close working relationship with the City Attorney to address and respond to security incidents, including obtaining restraining orders and court stay away orders;
- Finalizing revisions to the “Library Rules of Conduct” to more effectively address inappropriate behavior in the Libraries;
- Implementing an updated and automated incident reporting system to provide faster and more accurate information and responses, including sharing the information with LAPD;
- Continue training to improve responses to security issues;
- Continue evaluation of security roles and responsibilities with LAPD.

The Library is dedicated to providing resources to promote a safe and secure environment for Library patron and employees. Funding for security has increased by $4,145,878 from $1,274,459 in FY 2013-14 to $5,420,337 in FY 2017-18. Additional funds are requested:

**Account 9510 – Various Special / Security Services**

Increased funding in FY 2018-19 will allow the Library to provide additional contract security guards and dedicated LAPD Patrol to Branch Libraries.

<table>
<thead>
<tr>
<th>LAPD Security Services</th>
<th></th>
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<tbody>
<tr>
<td>FY 2017-18 Adopted Budget</td>
<td>$ 5,420,337</td>
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<tr>
<td>FY 2018-19 Proposed</td>
<td>6,347,832</td>
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<tr>
<td>FY 2018-19 Supplemental</td>
<td>500,000</td>
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<tr>
<td>FY 2018-19 Revised Request</td>
<td>$ 6,847,832</td>
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<tr>
<td><strong>Increase from FY 2017-18</strong></td>
<td><strong>$ 1,427,395</strong></td>
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<tr>
<td><strong>APPROPRIATIONS</strong></td>
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<tr>
<td>Mayor-Council Appropriation</td>
<td>$157,909,299</td>
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<td><strong>Total Appropriations</strong></td>
<td>$157,909,299</td>
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<td><strong>OTHER REVENUE</strong></td>
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<tr>
<td>Fines and Fees</td>
<td>$2,600,000</td>
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<td>Other Receipts</td>
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<tr>
<td>Unspent Prior Year Funds from UUFB</td>
<td>1,305,374</td>
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<tr>
<td><strong>Total Other Revenue</strong></td>
<td>$4,505,374</td>
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<tr>
<td><strong>Total Revenue</strong></td>
<td>$162,414,673</td>
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<tr>
<td><strong>EXPENDITURES</strong></td>
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<tr>
<td><strong>SALARIES</strong></td>
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<tr>
<td>General</td>
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<td>As Needed</td>
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<td>Overtime</td>
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<td><strong>Total Salaries</strong></td>
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<td>Office Equipment</td>
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<td>Printing and Binding</td>
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<td>Contractual Services</td>
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<td>Transportation</td>
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<td>Library Book Repairs</td>
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<td>Office and Administrative</td>
<td>3,674,200</td>
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<td>Operating Supplies</td>
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<tr>
<td><strong>Total Expense</strong></td>
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<tr>
<td><strong>EQUIPMENT</strong></td>
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<tr>
<td>Furniture, Office and Technical Eqpt.</td>
<td>$1,479,000</td>
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<tr>
<td>Transportation Equipment</td>
<td>450,000</td>
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<tr>
<td><strong>Total Equipment</strong></td>
<td>$1,929,000</td>
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<tr>
<td><strong>SPECIAL</strong></td>
<td></td>
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<tr>
<td>Library Materials</td>
<td>$13,293,001</td>
</tr>
<tr>
<td>Direct and Indirect Related Costs</td>
<td>59,296,467</td>
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<tr>
<td><strong>Total Special</strong></td>
<td>$72,579,468</td>
</tr>
<tr>
<td><strong>Total Library</strong></td>
<td>$162,414,673</td>
</tr>
</tbody>
</table>

Revised January 11, 2018
# LOS ANGELES PUBLIC LIBRARY

## FY 2018-19 PROPOSED BUDGET

### ADJUSTMENTS TO RELATED COSTS

<table>
<thead>
<tr>
<th>Account 9510 / Various Special</th>
<th>FY 2017-18 Adopted</th>
<th>Adjustments</th>
<th>FY 2018-19 Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Indirect Costs (CAP 39)</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Fringe Benefits (54.30% of Salaries General)</td>
<td>$ 39,415,466</td>
<td>1,090,744</td>
<td>$ 40,506,210</td>
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<tr>
<td>Central Services (13.31% of Salaries General)</td>
<td>9,661,507</td>
<td>686,187</td>
<td>10,347,694</td>
</tr>
<tr>
<td>Reconciliation (FY 2016-17 Reimbursement)</td>
<td>(5,140,288)</td>
<td>921,059</td>
<td>(4,219,229)</td>
</tr>
<tr>
<td><strong>Sub-Total:</strong></td>
<td><strong>$ 43,936,685</strong></td>
<td><strong>2,697,990</strong></td>
<td><strong>46,634,675</strong></td>
</tr>
</tbody>
</table>

| **Direct Costs** | | | |
| Water | $ 407,000 | - | $ 407,000 |
| Electricity | 4,073,000 | - | 4,073,000 |
| Natural Gas | 239,224 | - | 239,224 |
| Custodial / GSD | 4,109,445 | 201,363 | 4,310,808 |
| Parking Lot Operations / GSD | 266,817 | - | 266,817 |
| Parking Lot Sweeping / GSD | 63,184 | - | 63,184 |
| Scissor Lift / GSD | - | 22,055 | 22,055 |
| Mail / GSD | 30,000 | - | 30,000 |
| Building Maintenance / GSD | 4,097,667 | 6,087 | 4,103,734 |
| Fleet / GSD | 145,000 | - | 145,000 |
| Fuel / GSD | 49,417 | - | 49,417 |
| Security Services / LAPD | 5,420,337 | 1,427,495 | 6,847,832 |
| Refuse Collection / PW Sanitation | 110,000 | - | 110,000 |
| CAO / GO Bond Administration Fees | 25,000 | - | 25,000 |
| MICLA (AV/AT) | 5,703,750 | 2,750 | 5,706,500 |
| ITA / Telecommunications | 730,260 | (455,260) | 275,000 |
| **Sub-Total:** | **$ 25,470,101** | **1,204,470** | **$ 26,674,571** |

**TOTAL ACCOUNT 9510 / VARIOUS SPECIAL:** $ 69,406,786 $ 3,902,460 $ 73,309,246

Revised January 11, 2018
January 3, 2018

Honorable Members of the City Council

c/o City Clerk
City Hall, Room 395

Honorable Members:

Subject to your confirmation, I have appointed Ms. Dale Franzen to the Board of Library Commissioners for the term ending June 30, 2022. Ms. Franzen will fill the vacancy created by Rita Walters, who has resigned.

I certify that in my opinion Ms. Franzen is qualified for the work that will devolve upon her, and that I make the appointment solely in the interest of the City.

Sincerely,

ERIC GARCETTI
Mayor

EG:dlg

Attachment
There are no items pending.

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