AGENDA

Board of Library Commissioners
City of Los Angeles
Thursday, July 12, 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 – April 26, 2018

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
   may 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”)

      $3,138.57 From the Sherman Oaks Friends of the Library to
      Sherman Oaks Branch Library (value of 36 chairs)

      $1,000.00 From the Friends of the Mid-Valley Branch Library for
      the “Hot Off The Press” Bestseller Program at the
      Mid-Valley Branch Library

      $1,000.00 From the Friends of the Studio City Library for the
      “Hot Off The Press” Bestseller Program at the
      Studio City Branch Library
Board Discussion

b. Recommendation to approve request for the Closure of LAPL Facilities (EXHIBIT “B”) to the Public for Staff Development Day on November 14, 2018

c. Discussion on alternative options for participating in Board Meetings

d. Oral Presentation: TESSA - Digital Collections of the Los Angeles Public Library.

6. Various Communications: None

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

8. Adjournment

NEXT BOARD MEETING NOTICE

The next regular meeting of the Board is scheduled for Thursday, July 26, 2018, at the Central Library, 630 W. 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.

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 Sign Language Interpreters is strongly recommended to make the request five (5) or more business days prior to the meeting. 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

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

POSTED: 7/9/18
LOS ANGELES PUBLIC LIBRARY
BOARD REPORT

July 12, 2018

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

RECOMMENDATION:

That the Board of Library Commissioners adopts the following resolution:

RESOLVED, That a gift of thirty-six (36) chairs valued at $3,138.57 received from Sherman Oaks Friends of the Library, for the benefit of the Sherman Oaks Branch Library be accepted; and;

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

FINDINGS:

1. The gift of thirty-six (36) chairs valued at $3,138.57 will be used in the meeting room at the Sherman Oaks Branch Library.

2. A letter of thanks should be sent to:

   Donna Gallagher, President
   Sherman Oaks Friends of the Library
   14245 Moorpark St.
   Sherman Oaks, Ca. 91423

Prepared by: Karen Pickard-Four, East Valley Area Manager
Reviewed by: Chad Helton, Director of Branches
LOS ANGELES PUBLIC LIBRARY  
BOARD REPORT

July 12, 2018

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian

SUBJECT: ACCEPTANCE OF GIFT FROM THE FRIENDS OF THE MID-VALLEY REGIONAL BRANCH LIBRARY

RECOMMENDATION:

That the Board of Library Commissioners adopts the following resolution:

RESOLVED, That a gift of $1,000 received from the Friends of the Mid-Valley Regional Branch Library, for the benefit of the Mid-Valley Regional Branch Library be accepted; and deposited in Trust Fund 831, Account 257; and

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

FINDINGS:

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

2. A letter of thanks should be sent to:

   Christine Daush, President
   Friends of the Mid-Valley Regional Branch Library
   16244 Nordhoff Street
   North Hills, CA 91343

Prepared by: Ruth Seid, West Valley Area Manager

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

FROM:             John F. Szabo, City Librarian

SUBJECT:          ACCEPTANCE OF GIFT FROM THE FRIENDS OF THE STUDIO CITY BRANCH LIBRARY

RECOMMENDATION:

That the Board of Library Commissioners adopts the following resolution:

RESOLVED, That a gift of $1,000 received from the Friends of the Studio City Branch Library, for the benefit of the Studio City Branch Library be accepted; and deposited in Trust Fund 831, Account 257; and

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

FINDINGS:

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

2. A letter of thanks should be sent to:

   Ms. Maria Schneider, President
   Friends of the Studio City Branch Library
   12511 Moorpark Street
   Studio City, CA 91604

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

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

FROM: John F. Szabo, City Librarian

SUBJECT: REQUEST TO APPROVE THE CLOSURE OF LAPL FACILITIES TO THE PUBLIC FOR STAFF DEVELOPMENT DAY

A. RECOMMENDATIONS:

That the Board of Library Commissioners:

1. Approve the request to close Los Angeles Public Library (LAPL) facilities to the public on Wednesday, November 14, 2018, for Staff Development Day; and

2. Adopt the attached Resolution regarding the closure of LAPL facilities to the public for Staff Development Day.

B. FINDINGS:

1. The Los Angeles Public Library (LAPL) desires to hold a Staff Development Day on Wednesday, November 14, 2018. The purpose of the event is to strengthen staff knowledge, awareness and connections to Library programs, services and resources. All LAPL staff will attend.

2. The theme of Staff Development Day is “We’re All In: Investing in Ourselves, Initiating the Now, Inspiring the Future.” The day will include speakers, panel discussions, workshops and team building sessions. The Staff Development Day Planning Committee anticipates that staff will return to the office with new ideas about how to approach their work assignments and their interactions with the public.

3. In anticipation of the approval by the Board of Library Commissioners to close LAPL facilities to the public on November 14, 2018, the LAPL has reserved the Los Angeles Convention Center as the location for Staff Development Day.

4. Once this request has been approved, the LAPL will provide advanced notice that the Central Library and branches will be closed to the public on November 14, 2018.

5. The Mayor’s Office has been briefed during the planning process and encourages and supports LAPL’s Staff Development Day. We will continue to keep them apprised as the planning evolves.
6. According to the City Charter Sections 530 and 532, the Library Department has the power and duty to “establish, manage, control and operate a Central Library and branch libraries within the City…” Consequently, the Library has the authority to establish library service hours.

Attachment

Prepared by: Madeleine M. Rackley, Business Manager
Reviewed by: Susan Broman, Assistant City Librarian
LIBRARY RESOLUTION NO. 2018-XX (C-XX)

WHEREAS, The City Charter Sections 530 and 532, state that the Board of Library Commissioners has the power and duty to “establish, manage, control and operate a Central Library and branch libraries within the City...”; consequently, the Board of Library Commissioners has the authority to approve the request to close Los Angeles Public Library (LAPL) facilities to allow all staff to attend Staff Development Day on November 14, 2018; and

WHEREAS, The LAPL will provide advanced notice that the Central Library and branches will be closed to the public on November 14, 2018:

THEREFORE RESOLVED, That the Board of Library Commissioners approve the request to close Los Angeles Public Library (LAPL) facilities to the public on Wednesday, November 14, 2018, for Staff Development Day.

This is a true copy:

Raquel M. Borden
Board Executive Assistant

Adopted by the following votes:

AYES:
NOES:
ABSENT:
BOARD OF LIBRARY COMMISSIONERS

MATTERS PENDING

July 12, 2018

SUBJECT

1. Discussion on the subject of Internet usage and security (Salinas – 1/25/18)

DATE ITEM WILL BE ON THE AGENDA

TBD

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