

# **A G E N D A**

## **BOARD OF LIBRARY COMMISSIONERS CITY OF LOS ANGELES**

**WEDNESDAY, FEBRUARY 12, 2014**

**FAIRFAX BRANCH LIBRARY  
161 S. GARDNER STREET  
LOS ANGELES, CA 90036**

**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/blc\\_docs.html](http://www.lapl.org/about/blc_docs.html).

**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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- 1. ROLL CALL**
- 2. APPROVAL OF MINUTES OF REGULAR MEETING: January 9, 2014**
- 3. REMARKS BY THE HOLLYWOOD AREA MANAGER  
AND THE FAIRFAX BRANCH SENIOR LIBRARIAN**
- 4. PUBLIC COMMENTS ON MATTERS  
WITHIN THE BOARD'S JURISDICTION**

(In accordance with Board Policy, a total of 15 minutes shall be allocated for public comment not to exceed three (3) minutes per speaker. Items arising during the public comment portion of the meeting shall be referred by the President to the staff or Board Committee for appropriate action or report back thereon to the Board.)

- 5. CITY LIBRARIAN'S COMMENTS AND ANNOUNCEMENTS**
- 6. CITY LIBRARIAN'S REPORTS**

### **CONSENT CALENDAR**

(Commissioners who wish to discuss particular items should ask that such items be called as Special. The remaining items will be subject to a single vote.)

- a. RECOMMENDATION TO ACCEPT GIFT IN THE AMOUNT OF \$1,000 FOR THE CHINATOWN BRANCH LIBRARY (EXHIBIT "A")
- b. RECOMMENDATION TO ACCEPT CALIFORNIA LIBRARY LITERACY SERVICES (CLLS) GRANT OF \$96,688 FOR THE LOS ANGELES PUBLIC LIBRARY'S ADULT LITERACY SERVICES FOR FISCAL YEAR 2013/14 (EXHIBIT "B")

**BOARD DISCUSSION**

- c. RECOMMENDATION FOR THE DEDICATION OF THE FAIRFAX BRANCH LIBRARY IN RECOGNITION OF GRACE FRIEDMAN (EXHIBIT "C")
- d. RECOMMENDATION TO RECEIVE AND FILE STATUS REPORT ON CAREER ONLINE HIGH SCHOOL PROGRAM (EXHIBIT "D")

- 7. VARIOUS COMMUNICATIONS: NONE
- 8. COMMISSIONERS' COMMENTS, ANNOUNCEMENTS AND REVIEW OF MATTERS PENDING
- 9. ADJOURNMENT

**NEXT BOARD MEETING NOTICE**

THE NEXT BOARD MEETING IS SCHEDULED FOR THURSDAY, **FEBRUARY 27, 2014**, 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 [www.lapl.org](http://www.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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POSTED 2/7/14

FOR INFORMATION CONTACT: LIBRARY COMMISSION OFFICE (213) 228-7530

**LOS ANGELES PUBLIC LIBRARY  
BOARD REPORT**

February 12, 2014

TO: Board of Library Commissioners  
FROM: John F. Szabo, City Librarian   
SUBJECT: **ACCEPTANCE OF GIFT OF \$1,000 FOR THE CHINATOWN BRANCH  
LIBRARY**

**RECOMMENDATION:**

That the Board of Library Commissioners adopts the following resolution:

RESOLVED, That a gift of \$1,000 from Jennifer Chan, a patron of the Chinatown Branch Library, be accepted; and

FURTHER RESOLVED, That a letter of thanks be sent to Ms. Jennifer Chan expressing the grateful appreciation of the Board and staff for the generous gift.

**FINDINGS:**

1. This gift of \$1,000 will be used to purchase library materials for the Chinatown Branch Library.
2. A letter of thanks should be sent to:

Ms. Jennifer Chan  
(address on file)

Prepared by: Sylvia Galan-Garcia, Northeast Area Manager


Reviewed by: Cheryl Collins, Director of Branches

**LOS ANGELES PUBLIC LIBRARY  
BOARD REPORT**

**EXHIBIT "B"**

February 12, 2014

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian 

SUBJECT: **ACCEPTANCE OF CALIFORNIA LIBRARY LITERACY SERVICES  
(CLLS) GRANT OF \$96,688 FOR FISCAL YEAR 2013/14**

**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 \$96,688 for the Los Angeles Public Library's Adult Literacy Services for Fiscal Year 2013/14; and

FURTHER RESOLVED, That the funds be deposited in Trust Fund 419, Account 297.

**FINDINGS:**

1. On November 5, 2013, the California State Library announced that the Los Angeles Public Library (LAPL) Adult Literacy Services program's final payment of the total grant allocation for the 2013/14 fiscal year is \$96,688. The total grant amount is \$106,688. LAPL and the Library Foundation of Los Angeles provide matching funds to make us eligible for this grant. These funds must be accepted by the Board of Library Commissioners to activate this award.
2. These funds from the state will be used to purchase adult literacy textbooks, workbooks, fiction and nonfiction reading material (general interest and parenting, education and workforce development titles), nonfiction audiovisual materials, program materials and other operations items as needed.
3. In fiscal year 2012/13, the total expended on the library's adult literacy program was \$1,073,846. Of that amount, \$133,887 was allocated from the State Library and \$939,959 in matching funds from LAPL and the Library Foundation. The funds are dedicated to staffing, student materials and equipment for the 21 literacy centers.


Prepared by: Candice Mack, Senior Librarian, Volunteer Services

Reviewed by: Melissa Potter, Principal Librarian, Adult Services  
Kris Morita, Assistant General Manager

**LOS ANGELES PUBLIC LIBRARY  
BOARD REPORT**

February 12, 2014

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian 

SUBJECT: **DEDICATION OF THE FAIRFAX BRANCH LIBRARY IN RECOGNITION  
OF GRACE FRIEDMAN**

**RECOMMENDATION:**

That the Board of Library Commissioners decide upon the following resolution:

RESOLVED, That the Board of Library Commissioners, dedicate the Fairfax Branch Library in recognition of Grace Friedman.

**FINDINGS:**

**BACKGROUND**

1. On June 27, 2013 the Board of Library Commissioners approved the recommendation to initiate the process to consider dedication of the Fairfax Branch Library in recognition of Grace Friedman.
2. Grace Friedman, who died August 17, 2012, was a long time member of the community and active at the branch. She volunteered to bring books to the elderly, and served the Fairfax community as an election day volunteer running a precinct for more than 25 years. She was the librarian at the Adat Ari El Religious School library for more than 30 years. She also served as the president of the Friends of the Fairfax Library for 30 years and ran the group's weekly book sale.
3. The Board of Library Commissioners has received letters from Members of Congress Janice Hahn, Adam B. Schiff and Henry A. Waxman, Assemblymember (and now Councilmember) Bob Blumenfield, Councilmember Paul Koretz and the Association of Jewish Libraries of Southern California, as well as a resolution from the Friends of the Fairfax Branch Library requesting that the Fairfax Branch Library be dedicated to Grace Friedman.

4. The criteria and procedure for recognition in branch facilities is stated in Board Policy 1:312.

*To acknowledge citizen involvement and contributions to branch libraries, the Board of Library Commissioners may recognize individuals or organizations that have made substantial efforts or donations to enhance and improve library services in the Los Angeles Public Library:*

*A. The Board of Library Commissioners may dedicate a branch library in memory of an individual and approve the design and placement of a plaque within the library with the individual's name. Recommendations for the dedication of a branch library may be accepted and processed in accordance with the following requirements:*

- 1. A written recommendation must be submitted to the Board of Library Commissioners to include a justification for the proposed dedication.*
- 2. The justification shall include the person's prominent contributions to humanity, to the city, to the library, or to the community, and should demonstrate that the character and achievements of the individual set standards of excellence, served as a role model, and reflected the principles and ideals of American democracy, its diversity and plurality.*
- 3. The recommendation shall be posted in the libraries and on the library Website for three months for review and the opportunity for comments by the public.*
- 4. Library staff will evaluate the recommendation and community input in a report to the Board of Library Commissioners for its consideration of the request.*

*B. The Board of Library Commissioners may name a community meeting room or area of the branch in honor or in memory of an individual, and approve the design and the placement of a plaque with the individual's name. Recommendations for naming a community meeting room or area of the library may be accepted and processed in accordance with the procedures in 1:312 A above.*


5. In accordance with Board policy, the Library solicited responses from the public for three months and received a total of 37 responses; 35 of these supported the dedication of the Fairfax Branch in recognition of Grace Friedman, 2 opposed the dedication.

Prepared by: Cheryl Collins, Director of Branch Library Services

Reviewed by: Kris Morita, Assistant General Manager

**LOS ANGELES PUBLIC LIBRARY  
BOARD REPORT**

February 12, 2014

TO: Board of Library Commissioners  
FROM: John F. Szabo, City Librarian   
SUBJECT: **CAREER ONLINE HIGH SCHOOL**

**RECOMMENDATION:**

THAT The Board of Library Commissioners receive and file this status report on the Career Online High School pilot program.

**FINDINGS:**

1. The Los Angeles Public Library is offering a pilot program for adults to earn an accredited high school diploma and credentialed career certificate. The Career Online High School (COHS) program is designed to reengage adults into the education system and prepare them for entry into post-secondary education/training or the workforce.
2. The Los Angeles Public Library is the first public library in the nation to offer this much-needed service. Los Angeles has one of the highest high school drop-out rates; upwards of 25 percent of residents lack a high school diploma.
3. The program will offer free enrollment to a limited number of students. Applicants will be required to successfully pass a self-assessment, pre-requisite course and intake interview process to participate.
4. Students, working with an online Academic Coach and periodically meeting in the library, will be given up to 18 months to complete the program.
5. The Career Online High School is operated by Gale/Cengage and is part of Smart Horizons Career Online Education, the first accredited private online school district in the nation. The library's pilot program is funded through the Library Foundation of Los Angeles.
6. The program greatly enhances the library's educational offerings, provides a service of great need to the people of Los Angeles and advances Mayor Eric Garcetti's goal for departments to support workforce development.
7. Additional information is provided in the attached FAQ.

Attachment

Prepared by: Candice Mack, Senior Librarian  
Reviewed by: Kris Morita, Assistant General Manager



LOS ANGELES PUBLIC LIBRARY

## **Career Online High School Information & FAQ**

### **Career Online High School:**

The Los Angeles Public Library is pleased to launch Career Online High School (COHS), a pilot program that allows adults to earn an accredited high school diploma and credentialed career certificate.

The program is free to a limited number of qualified learners who are looking to advance their careers, prepare for workforce entry or continue their education. Once enrolled, COHS pairs each student with an academic coach, who provides the student with an individual career path, offers ongoing guidance, evaluates performance and connects the student with the resources needed to master the courses.

### **FAQ's:**

#### **What is Career Online High School (COHS)?**

Career Online High School (COHS) is an online high school diploma and career certification program that will be available through the Los Angeles Public Library. This is a ***pilot program*** offering free enrollment to a limited number of students.

#### **Who can apply to COHS?**

Adult residents (19 and over) of the city of Los Angeles who wish to earn their high school diploma. Minors should pursue their high school education through existing resources such as the Los Angeles Unified School District.

#### **When can people apply?**

The library will begin accepting enrollment applications in a few weeks. Visit the library website for updates: [www.lapl.org](http://www.lapl.org).

#### **How will people be selected for the program?**

Applicants will be required to successfully pass a self-assessment, pre-requisite, application and interview process to participate in the program. Enrollment will be limited and the demand is expected to be high.



**Will COHS students receive their GED?**

No. This is not a GED program. Successful graduates will earn a high school diploma and a career certification through an accredited high school.

**What is the difference between a GED and high school diploma?**

While both the GED and the high school diploma are important, there are several differences between them; among the most significant is the fact that some colleges, institutions and organizations require a high school diploma and may not accept the GED. In addition to providing a high school diploma, COHS gives students the benefit of earning a career certificate and completing additional job preparation documents and training.

**What type of career certification will be offered?**

Through COHS, students may earn a certificate in the following areas:

- Childcare and Education
- Certified Protection Officer (Security Officer)
- Office Management
- Certified Transportation Services (Trucker/Commercial Driver)
- Homeland Security
- General Career Preparation
- Retail Customer Service Skills
- Food Service and Customer Service Skills

**How long will it take for students to complete the program?**

Students will be given up to 18 months to complete the program, which will consist of 18 credits. Students accepted into the program may transfer up to 14 credits from their former high school. Depending on how many credits the student already has, the program can be completed in as few as five months.

**How can potential students learn more about the program?**

Information will be posted on the library website as it becomes available: [www.lapl.org](http://www.lapl.org).

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**MATTERS PENDING  
BOARD OF LIBRARY COMMISSIONERS  
FEBRUARY 12, 2014**

**SUBJECT**

**SCHEDULED FOR  
BOARD MEETING**

1. STRATEGIC PLAN PRESENTATION

PENDING

**COMMISSIONERS' OVERSIGHT RESPONSIBILITY**

Library Foundation of Los Angeles

- Gregory Bettinelli
- VACANT

Board Policies

- VACANT
- VACANT