

A G E N D A

BOARD OF LIBRARY COMMISSIONERS CITY OF LOS ANGELES

THURSDAY, SEPTEMBER 11, 2014

**WOODLAND HILLS BRANCH LIBRARY
22200 VENTURA BOULEVARD
LOS ANGELES, CA 91364**

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 at: 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. CONTINUE APPROVAL OF MINUTES OF AUGUST 28, 2014**
 - 4. REMARKS BY THE WEST VALLEY AREA MANAGER
AND THE WOODLAND HILLS BRANCH SENIOR LIBRARIAN**
 - 5. 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.)

- 6. CITY LIBRARIAN'S COMMENTS AND ANNOUNCEMENTS**
- 7. 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 \$15,000 BASELINE GRANT FROM CALIFORNIA LIBRARY LITERACY SERVICES FOR ADULT LITERACY SERVICES FOR FISCAL YEAR 2014/15 (EXHIBIT "A")
- b. RECOMMENDATION TO ACCEPT \$6,664.82 FROM THE PACIFIC LIBRARY PARTNERSHIP FOR THE VETERANS RESOURCE CENTER PROJECT AT THE EXPOSITION PARK REGIONAL BRANCH LIBRARY (EXHIBIT "B")

BOARD DISCUSSION

- c. INITIATE PROCESS TO CONSIDER NAMING THE MEETING ROOM AT THE WOODLAND HILLS BRANCH LIBRARY IN HONOR OF MARIE BOUGETZ, IN ACCORDANCE WITH BOARD POLICY 1:312 (EXHIBIT "C")
 - d. ORAL REPORT ON VALLEY TIMES DIGITIZATION PROJECT
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, SEPTEMBER 25, 2014** AT THE **CENTRAL LIBRARY**, 630 WEST 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.

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.

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.


POSTED 9/8/14

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

**LOS ANGELES PUBLIC LIBRARY
BOARD REPORT**

September 11, 2014

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian 

SUBJECT: **ACCEPTANCE OF CALIFORNIA LIBRARY LITERACY SERVICES
(CLLS) BASELINE GRANT OF \$15,000 FOR FISCAL YEAR 2014/15**

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) baseline grant of \$15,000 for the Los Angeles Public Library's Adult Literacy Services for Fiscal Year 2014/15; and

FURTHER RESOLVED, That the funds be deposited in Trust Fund 419, Account 309.

FINDINGS:

1. On July 18, 2014, the California State Library announced that the Los Angeles Public Library (LAPL) Adult Literacy Services program grant application was accepted and was eligible for a baseline \$15,000 grant. LAPL and the Library Foundation of Los Angeles provide matching funds to make us eligible for this grant.
2. The remainder of our 2014/15 CLLS award will be determined by applying a CLLS formula. The formula will include the amount of local dollars expended by the LAPL and the LFLA on Adult Literacy Services in 2013/14 added to a per capita amount based on the 1,472 adult learners served by the Los Angeles Public Library in 2013/14. The amount of the remaining award will be revealed over the next two months.
3. These funds must be accepted by the Board of Library Commissioners to activate this award.
4. 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 related to the grant.


Prepared by: Candice Mack, Senior Librarian, Volunteer Services

Reviewed by: Kris Morita, Assistant General Manager

**LOS ANGELES PUBLIC LIBRARY
BOARD REPORT**

September 11, 2014

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian 

SUBJECT: **RECOMMENDED ACCEPTANCE OF \$6,664.82 FROM PACIFIC
LIBRARY PARTNERSHIP FOR THE VETERANS RESOURCE CENTER
AT EXPOSITION PARK REGIONAL BRANCH LIBRARY**

RECOMMENDATION:

That the Board of Library Commissioners adopts the following resolution:

RESOLVED, That the Board of Library Commissioners approve acceptance of funds from Pacific Library Partnership for \$6,664.82 for the Veterans Resource Center project at the Exposition Park Regional Branch Library.

FURTHER RESOLVED, That the funds be deposited in Fund 831, Code 310

FINDINGS:

1. Pacific Library Partnership (a consortium of four library systems in California) was awarded LSTA grant to establish Veterans Resource Centers in 9 libraries throughout the state of California. The Los Angeles Public Library Exposition Park Regional Branch Library was one of the sites selected as part of this grant. The site, which opened February 10, 2014, was chosen based on a set of criteria developed by CALVET (California Department of Veterans Affairs) that included: number of veterans living in the locale, resources available in the area and unemployment in the area.
2. The Exposition Park Regional Branch has received as part of the grant, training for staff and volunteers, programming toolkits and access to ongoing online training, as well as a collection of 60 books and videos.
3. The goal of the Veterans Resource Center is to increase the number of veterans and their families in accessing benefits and services for which they are already eligible. To accomplish this goal programming and events targeted to the veteran community has been scheduled at the branch. The Veterans Resource Center is part of the Los Angeles Public Library's broader initiative to connect veterans with their benefits and provide resources and materials to veterans and their families on transitioning from military to civilian life, finding jobs, surviving change and dealing with post traumatic stress. The branch has recruited

volunteers to supplement the outreach to the veteran community that is being done by branch staff.

4. The funds received represent a reimbursement for funds expended by the library for supplies and staff time involved in the project.


Prepared by: Cheryl Collins, Director of Branches

Reviewed by: Kris Morita, Assistant General Manager

**LOS ANGELES PUBLIC LIBRARY
BOARD REPORT**

September 11, 2014

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian 

SUBJECT: **INITIATE THE PROCESS TO CONSIDER NAMING THE MEETING
ROOM AT THE WOODLAND HILLS BRANCH LIBRARY IN
RECOGNITION OF MARIE BOUGETZ**

RECOMMENDATION:

That the Board of Library Commissioners adopt the following resolution:

RESOLVED, That the Board of Library Commissioners initiate the process to consider naming the Woodland Hills Branch Library in recognition of Marie Bougetz, in accordance with Board policy 1:312.

FINDINGS:

BACKGROUND

1. On July 31, 2014 the Board of Library Commissioners received a letter from Los Angeles City Councilmember Bob Blumenfield requesting that the meeting room at the Woodland Hills Branch Library be named after Marie Bougetz.
2. Ms. Bougetz, who died January 5, 2014 served as a reference librarian at the Woodland Hills Branch Library for 30 years. Ms. Bougetz was a great favorite of the patrons of the Woodland Hills Branch, especially the children who appreciated her courtesy and helpfulness. She was a great influence on a generation of Los Angeles Public Library librarians for her excellent customer service and her professionalism.
3. 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.*

4. Library staff recommends initiating the process to consider naming the meeting room at the Woodland Hills Branch in recognition of Marie Bougetz.

Prepared by: Cheryl Collins, Director of Branch Library Services

Reviewed by: Kris Morita, Assistant General Manager

**MATTERS PENDING
BOARD OF LIBRARY COMMISSIONERS
SEPTEMBER 11, 2014**

SUBJECT

**SCHEDULED FOR
BOARD MEETING**

1. STRATEGIC PLAN PRESENTATION
2. MARKETING PLAN DISCUSSION

September 25, 2014

Pending

COMMISSIONERS' OVERSIGHT RESPONSIBILITY

Library Foundation of Los Angeles

- Gregory Bettinelli
- Mai Lassiter

Board Policies

- VACANT
- VACANT