MINUTES
BOARD OF LIBRARY COMMISSIONERS
CITY OF LOS ANGELES

May 9, 2013

A Regular Meeting of the Board of Library Commissioners was held at the Central Library, 630 West 5th Street, Los Angeles, CA 90071, convening at 11:06 a.m. on the above-written date.

PRESENT:  PRESIDENT         MARSHA HIRANO-NAKANISHI
          VICE PRESIDENT      PAULA MADISON
          COMMISSIONER        ADAM NATHANSON
          COMMISSIONER        EDUARDO TINOCO
          COMMISSIONER        RITA WALTERS

EXCUSED

ABSENT:  NONE

ALSO PRESENT:  John F. Szabo, City Librarian; Kris Morita, Asst. General Manager; Roy Stone, President, Librarians’ Guild; Henry Gambill, Executive Vice President, Librarians’ Guild; Alice Goff, President of AFCSME 36, Clerical Union 3090; Basia Jankowski, Deputy City Attorney; Elaine Owens-Sanchez, Analyst, CAO’s Office; and staff.

WELCOMED NEW COMMISSIONER

Board President Marsha Hirano-Nakanishi welcomed new Commissioner Adam Nathanson and asked him to introduce himself to the Board and staff.

Commissioner Nathanson stated that he grew up in Los Angeles and has a background in the television and music fields. First with MTV based in London; then, he moved to Miami to launch MTV Latin America, for which he traveled extensively to 19 countries throughout Latin America to supervise and develop MTV’s brand building. He was also responsible for establishing MTV Radio Network. After that, he said he worked with the Beastie Boys’ Grand Royal Records as General Manager and Executive Vice President of Business Development.

In 2001, Commissioner Nathanson started his own radio company, Mapleton Communications, and it became the 4th largest radio company in the Western United States, operating 40 radio stations in three states, which he sold later. Currently, he is President and CEO of Mapleton Investments, LLC and Managing Member of Mapleton Associates, LLC, where he manages a broad range of global investments.

Commissioner Nathanson stated he is very excited to work with City Librarian John Szabo and the Board.
MINUTES FOR APPROVAL – 4/11/13 Regular Meeting

MOVED by Commissioner Walters, seconded by Vice President Madison, and unanimously carried that the Minutes of the Regular Meetings held April 11, 2013, be approved as submitted.

PUBLIC COMMENTS ON MATTERS WITHIN THE BOARD’S JURISDICTION: None.

CITY LIBRARIAN’S COMMENTS AND ANNOUNCEMENTS

LéaLA Book Fair

The Central Library hosted the official press conference where LéaLA Director Marisol Schulz announced the LéaLA Book Fair that will be held at the Convention Center from May 17-19.

Mr. Szabo noted that the LéaLA Fair is associated with the Guadalajara Book Fair, which is the second largest book fair in the world. He said the Library is a sponsor of LéaLA and will have a booth and children’s librarians to provide programming at the event. He noted that this is the third year and over 400,000 attendees are expected this year. It is a great opportunity for the Library to promote its services.

National Law Day

Mr. Szabo stated that May 1 was National Law Day and the Library partnered with the L.A. County Law Library to present “Law Week” programs to offer free legal seminars, classes and clinics at various branch libraries. The Central Library’s Teen’Scape offered “Teens and the Law,” a program designed for teens and parents seeking answers to every day legal questions. Also, the Panorama City Branch Library offered a free seminar presented by San Fernando Valley Bar Association that provided free 20-minute consultations.

LAPL Librarians

Mr. Szabo highlighted the work of the following librarians as they represent and promote LAPL:

- Mara Alpert, Children’s Librarian III, was featured recently in KPCC Radio’s Tape Two segment and she will also be interviewed in NPR’s Morning Edition. He said Ms. Alpert is a magnificent storyteller and she is frequently asked to talk about children’s books and literacy.
- Sada Mozer, Children’s Librarian II at the Junipero Serra Branch Library, was also featured on Tape Two, KPCC Radio, where she talked about story time and literacy.

- Madeline Bryant, Sr. Librarian, Children’s Literature Department, has been re-elected to a three-year term to the American Library Association, a 75,000-member organization. He said he is very proud of Ms. Bryant for being elected to the Governing Board.

- Dora Ho, Young Adult Librarian III, in Young Adult Services continues to serve on the Executive Board of the American Library Association (ALA).

- Eva Mitnick, Principal Librarian, Coordinator of Children’s Services, recently had an article on “Outcomes+Outreach, The California Summer Reading Outcomes Initiative,” published in Public Libraries magazine.

Citizenship Initiative

Mr. Szabo commented that Dr. Manuel Pastor, a widely respected professor of Sociology and American Studies & Ethnicity at the University of Southern California and co-Director of USC’s Center for the Study of Immigrant Integration (CSII), was in a radio program talking about immigration where he mentioned LAPL’s Citizenship Initiative and the great work the Library is doing with this initiative.

Commissioner Walters thanked Mr. Szabo for the information he brings at each meeting and said she looks forward to hearing what he has to say.

CITY LIBRARIAN’S REPORTS

It was MOVED by Vice President Madison, and seconded by Commissioner Walters, and unanimously carried that the following resolutions be adopted:

Recommendation to Accept Gifts

LIBRARY RESOLUTION NO. 2013-16 (C-13)

RESOLVED, That a gift of $10,000 from Patricia F. Kulha Trustee, Patricia F. Kulha Trust, for donation to the John C. Fremont Branch Library be accepted; and

FURTHER RESOLVED, That a letter of appreciation be sent to the Patricia F. Kulha Trustee, Patricia F. Kulha Trust, expressing the grateful appreciation of the Board of Library Commissioners and staff for the generous gift.

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LIBRARY RESOLUTION NO. 2013-17 (C-14)

RESOLVED, That the following donations to the “Hot Off The Press” Bestseller Program be accepted from the following Friends of the Library groups to their respective branch libraries:

$6,000 From the Friends of the Encino-Tarzana Branch Library

$6,000 From the Friends of the Kaufman Brentwood Branch Library for the Donald Bruce Kaufman-Brentwood Branch Library

$6,000 From the Friends of the Platt Library for the Platt Branch Library

$6,000 From the Sherman Oaks Friends of the Library

$6,000 From the Friends of the Westwood Library

$3,000 From the Friends of the Atwater Village Branch Library

$3,000 From the Friends of the John C. Fremont Branch Library, Los Angeles Library Association for the John C. Fremont Branch Library

$3,000 From the Friends of the Studio City Branch Library

$3,000 From the Friends of the Venice Library for the Venice-Abbot Kinney Memorial Branch Library

$3,000 From the Friends of the Library Westchester-Loyola Village Branch

FURTHER RESOLVED, That a letter of appreciation be sent to the Friends expressing the grateful appreciation of the Board of Library Commissioners and staff for their generous support.

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LIBRARY RESOLUTION NO. 2013-18

RESOLVED, that the gift consisting of four (4) lounge chairs, valued at $2,789.92 received from the Friends of the Memorial Library for donation to the Memorial Branch Library be accepted; and

FURTHER RESOLVED, That a letter of appreciation be sent to the Friends group expressing the grateful appreciation of the Board of Library Commissioners and staff for their generous donation.

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Recommendation to Accept California Library Literacy Services Grant

LIBRARY RESOLUTION NO. 2013-19 (C-15)

WHEREAS, On January 10, 2013, the California State Library announced that the Los Angeles Public Library Adult Literacy Services Program was eligible for the LSTA Literacy Initiatives – Literacy Material Funds Reimbursement Program for the amount of $7,000; and

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

RESOLVED, That the Board of Library Commissioners accepts the California Library Literacy Services (CLLS) reimbursement grant in the amount of $7,000 for the Los Angeles Public Library’s Adult Literacy Services for Fiscal Year 2012/2013.

RECOMMENDATION OF APPROVAL OF CONSENT TO ASSIGNMENT AGREEMENT AND FIRST AMENDMENT TO AGREEMENT NO. 758

City Librarian John Szabo recommended approval of the consent to assignment agreement and first amendment to the Central Library Landscaping agreement. He stated this request is in connection to the pending sale of the US Bank building and Maguire Gardens by MPG’s subsidiary Library Square Associates. He noted that this agreement is necessary to reflect the name of the new owner and both agreements had been reviewed by the City Attorney’s office; and MPG representatives were in attendance to answer any questions.

Commissioner Nathanson asked Mr. Szabo if there was anything that the Library would like to change in the terms of the agreement to coincide with the assignment.

Mr. Szabo replied that the Library was fine with terms of the agreement.

In response to Commissioner Nathanson’s question whether the agreement included parking, Mr. Szabo answered that this particular agreement only covers the maintenance for that landscaped space surrounding the Central Library and Maguire Gardens. He said the parking agreement is a separate contract. He also explained that Maguire Gardens is owned by MPG, but the City has an easement on the property and pays for the landscaping maintenance. He said this agreement goes back to when the building was renovated and expanded.
It was MOVED by Vice President Madison, and seconded by Commissioner Nathanson, and unanimously carried that the following resolution be adopted:

**LIBRARY RESOLUTION NO. 2013-20 (C-16)**

WHEREAS, MPG Office Trust, Inc., is requesting consent to the assignment of Agreement No. 758 for the maintenance the Central Library Landscape Areas Agreement to Beringia Central LLC, in connection with the intended sale of real properties known as 633 West Fifth Street (U.S. Bank Tower) and 524 South Flower Street (Maguire Gardens and West Lawn Garage) to Beringia Central LLC; and

WHEREAS, Agreement No. 758 with Library Square Associates, LLC for the maintenance of the Maguire Gardens, Central Library landscape and vicinity was approved by the Board on September 22, 2011 and will expire on October 3, 2013; and

WHEREAS, Beringia Central LLC will assume all rights, title and interest in the agreement, including the duties, covenants, obligations and liabilities of Library Square Associates, LLC, upon execution of the amendment to the agreement:

THEREFORE, BE IT RESOLVED That the Board of Library Commissioners approve the Consent to Assignment for the benefit of Beringia Central LLC and Library Square Associates, LLC; and

FURTHER RESOLVED That the Board of Library Commissioners approve the First Amendment to the Central Library Landscape Areas Maintenance Agreement No. 758 between the City and Beringia Central LLC for the maintenance of the Maguire Gardens, Central Library landscape and vicinity (the “First Amendment); and

FURTHER RESOLVED That the City Attorney and the City Librarian be authorized to make technical changes to the Consent to Assignment and First Amendment prior to execution.

FURTHER RESOLVED That the Board President be authorized to execute the Consent to Assignment and First Amendment upon receipt of the required approvals.

RECOMMENDATION TO APPROVE CONTRACT FOR AUDIOVISUAL CONSULTANT SERVICES: *(Taken out of Order)*

City Librarian John F. Szabo requested that this item be moved to a future meeting due to additional information that staff has received and that it needs to be included in the report.
ORAL UPDATE ON THE PROPOSED 
BUDGET FOR FISCAL YEAR 2013-2014

City Librarian John F. Szabo presented an update on the Proposed Library 
Department Budget for Fiscal Year 2013/14, totaling $123 million, which includes $16.6 
million of appropriation for Year 3 of Measure L ($7.5 million for library services and $9.2 
million for direct and indirect costs).

Mr. Szabo provided a handout illustrating the budget submitted by the Library 
Department with the Mayor’s Proposed Budget. He highlighted the $16.6 million of 
additional dollars increase of Measure L. Of that amount, 55% is available for related costs 
provided by other City departments and the City cannot bill the Library Department for more 
than that percentage; 45% is for library programs and services that include any increases in 
sALARIES, SERVICES, COLLECTIONS, AND TECHNOLOGY.

Mr. Szabo reported that for FY 2013/14, the Library identified the need for a 
new telephone system and requested $500,000 for phase one of a three-phase 
implementation. He indicated that everything the Library had asked for was included in the 
Mayor’s Proposed Budget. Moreover, the Mayor’s Budget provides an additional 
appropriation of $416,048 from the General Fund for the new telephone system and the 
balance would be paid from Measure L.

Mr. Szabo stated that restoration of Sunday hours had been anticipated for 
Fiscal Year 2014/15; however, the Library recognizes the importance of Sunday hours 
because many families have difficulty coming to the Library during the week and there is a 
critical need for Sunday Service, and he noted Measure L funding will allow us to open 9 
libraries on Sundays by January 2014.

He said the promise made to the voters was to increase the materials 
collections in Year 3 of Measure L, for which the proposed budget provides $1 million for 
Library materials that includes print and online materials. He indicated that the per capita 
spending will go from $1.80 to $2.21 per resident and these funds would make a notable 
impact in the collections. Another promise under Year 3 was enhancing the technological 
infrastructure, which was neglected during the tough times. He said that Federal B-TOP 
funds replaced 2,300 public computers throughout the system, but the proposed $1.2 million 
will be spent on information technology such as service routers, staff computers, etc.

**Board Discussion**

Mr. Szabo reviewed the budget process pursuant to the request from the Board 
President. He stated that the Budget is currently in City Council and reported that he has 
attended the City Council Meeting meetings to respond to their questions and to respond to 
inquiries made by the Budget and Finance Committee. He informed the Board that City 
Council is scheduled to approve the budget on May 23; then, it will be sent back to the 
Mayor. The final budget will be brought to the Board early June for adoption.
Commissioner Walters asked Mr. Szabo what kind of questions City Council had about the Library’s budget.

Mr. Szabo replied that the first question was about the request for a new phone system and whether its implementation, if funded, was consistent with the citywide telephone implementation plan. He said the response was yes it is consistent with the city’s plan and the Library Department would work with the Information Technology Agency, who is very much on board with the Library being the first department to implement a phone system solution, and the funding is available. He said that it was indicated to him that it might be difficult to fund the phone system when they are dealing with other City departments’ critical needs.

Mr. Szabo stated that when he addressed the City Council there was also the question about delivering Sunday hours on Year 3. He informed them that the funds are available and that it can be done in addition to meeting all the promises of Year 3. He said he believes that the department effectively articulated why Sunday hours are needed a year early, because the doors would be open to offer citizenship classes, English language conversation classes, story time, and all the other programs as well as being safe places for children and residents are eager to have the library services back on Sunday. He also explained that those funds are not discretionary and cannot be spent on anything else but Library services.

Commissioner Nathanson asked who is accountable in the Library to get the message out about Sunday hours and what would be the message.

Mr. Szabo answered that the Library has experience with restoring hours; for example, in Year 1, Monday service was restored; and in year 2, two nights a week and Friday mornings were restored. He said the Library’s Public Relations and Marketing Department prepares press releases, signs, banners, and other promotional materials, but it is everyone’s responsibility, including branch managers, Friends of the Library groups, and staff to promote the new hours and reach out to the community to let them know well in advance of the opening day. Also, the Library has funds in the budget for new signs announcing the new hours of operation. There will be a ceremony and press conference as has been done with the previous restorations of service hours.

Board President Hirano-Nakanishi asked Mr. Szabo to explain what happens to the 55% in the related costs in year 4 when it reaches its top .03%.

Mr. Szabo responded that the 55% stays the same. He explained that in year 5 and forward, the Library would compensate City departments for 100% of related costs. He pointed out that those related costs are all auditable and the Library Department would make certain that those departments are delivering what its paying for and make sure that those costs are legitimate costs.

The Board President said that at some point the Board would like to see a longitudinal audit of other related costs as the Library moves over the cross over period.
Commissioner Tinoco asked if the Library would be able to hire for the positions requested in the budget and have the staff by January to be open for Sunday hours.

Mr. Szabo replied that all of the positions that the Department has requested in the budget are associated with delivery of Sunday hours. He said in all communications to the Mayor and City Council related to this request it has been emphasized the importance of getting the positions approved either through exemption from the Managed Hiring process or by quick and timely approval by the Managed Hiring Committee. He noted that the Library has had difficulty having the positions approved for the current year but he hopes that that will not be the case this time. He stated that the Library has made it clear that the delivery of the Sunday hours on January 2014 is contingent to the staff being hired in a timely manner and the 32 FTE positions are associated with those hours.

Public Comments

(1)
Roy Stone, President, Librarians’ Guild, welcomed Commissioner Nathanson to the Board, then proceeded to report that the Guild was not happy with the promise being made to the public about Sunday hours because since the Library extended the service hours back on October 15, 2012, only 20 half time librarians have been hired and no clerk typists have started work to date. He said the Library has 200 plus vacancies and this plan diminishes service on a daily basis because staff members are currently going from branch to branch just to keep them open.

Mr. Stone stated that once the massive hiring is done, there would be 20 clerks half time and 20 some librarians half time; and presumably, there is going to be hiring done for Sunday hours but no plan to review on how this department functions on a daily basis.

(2)
Henry Gambill, Executive Vice President of the Librarians’ Guild and Senior Librarian at the Brentwood Branch Library, spoke about the staffing levels of 2006 when he was a newly hired Librarian assigned to the Palisades Branch Library. At that time, the branch had 4.5 full time equivalent (FTE) employees (1 Senior Librarian, 1 Young Adult Librarian, 1 Children’s Librarian, 1 Adult Librarian, and 1 half time Adult Librarian). Currently, the branch has 2.5 full time equivalent staff members (one Senior Librarian and one Children’s Librarian).

Mr. Gambill said substitute workers do not teach story time, citizenship classes, computer courses, and they don’t do outreach. It is the permanent staff that does the kinds of programs and services that make the Library special. He said that what used to be a system where substitutes were used to help on vacation, sick time, and jury duty, it has become the system in which the Library runs and substitutes are critical in just getting through the day. He said he had addressed this issue at previous Board meetings on how critical full time work is to get committed librarians who would stay and to have a stable library system.
Mr. Gambill questioned the plan because the plan right now sends librarians to work at branches where they have a hard time getting substitutes, so staff show up at one branch where they already have programs scheduled but are sent to another branch, which is a rob Peter to pay Paul approach.

Mr. Gambill said that the good news is that Measure L passed but the bad news is that 215 full time equivalent positions went away through the Early Retirement Incentive Program (ERIP). Those 215 positions were taken away from the Library. As of today, only 24 FTE librarians have been hired. The Librarians’ Guild wants to see a plan specially dealing with the full time committed librarians because right now it is just a transitory work force that it is not really offering people what the Library offers.

Verdel Flores, Librarians’ Guild and half time Adult Librarian at the Mar Vista Branch Library, said she is one of the few half time adult librarians left in the system, since half time librarians are now hired as general services librarians without any specialty. She said that even though the Mar Vista Branch is the third busiest branch in the region, currently, there is only one full time librarian assigned there, which is the Sr. Librarian. Besides her, a halftime general services librarian was hired.

Ms. Flores mentioned that there had been instances when she was the morning librarian, a substitute librarian (sub) in the afternoon, then another sub in the middle of the afternoon and a fourth sub in the evening. She asked, “How can we run a library like that?” She said it is foolish to try to open on Sundays without having trained staff, not just half time substitute staff that comes the week before the new hours start, which is what happened back in October. She said that it is not fair to the people they are here to serve, it is not fair to the staff, and it is not right to provide a service by just having a body on a chair.

Erica Silverman, half-time Librarian, said she wanted to emphasize that she is a half time librarian by choice because she is also a children’s book author; however, many librarians come in with the desire of becoming full time librarians. She said she is working with someone at her branch that is juggling three part time jobs at three different libraries.

Ms. Silverman stated that she runs a story writing program every other Saturday and also runs 12 adult programs a month at her branch for which she does a lot of outreach and marketing. She said she cannot do that when she is the only librarian at the branch. She indicated that even with the addition of the half time librarian there is staffing shortage due to jury duty, sick time and vacation. She said that most recently, she came to her branch for the night shift when she was told that she had to go to another branch because two substitutes did not show up. One librarian had been alone all day and she had to go fill in for her.
Ms. Silverman said Libraries are community centers that offer financial literacy, adult literacy, and many other services, but it takes dedicated full time people or part time people by choice to bring their passion and dedication and work as a team. She asked that the Library put together a plan and make it work so staff is not so stretched to do their job and then move forward with the promise of Measure L.

Elyse Barrère, Librarians’ Guild member and Young Adult Librarian at Sherman Oaks Branch, said Measure L was presented as a series of steps in order to get the library back to full strength as a Library and to give full service to the community. As Mr. Szabo said, Sunday hours are the busiest hours according to their numbers, but this proposal skips over staffing and that is an extremely essential step in Measure L, which was to get staff back.

Ms. Barrère contended that opening for seven day service, wouldn’t just put a strain on those branches that will be opening on Sundays, it would also puts a strain on every single other branch in the entire system. For example, her branch, the third busiest in the system, would lose a floater clerk that gets assigned by the regional branch library. She stated that when patrons voted for Measure L, they understood that there were steps to be followed and they will understand if the Library says that it needs to bring back the staff and as soon as that is done, it will open on Sundays.

Alice Goff, President, AFSCME 36 Clerical Union, Local 3090, said the unions have worked together very diligently with the Department in order to provide top notch service and said she was very happy to hear the City Librarian reaffirm that funds from Measure L are there to open for Sunday hours. She asked if that included appropriate staffing or just opening a building, because it would be a disservice to the community if the Library were half stepping. She indicated that staff is more than happy to provide the services that the community deserves.

Ms. Goff mentioned that when Commissioner Walters was in City Council her objective was Sunday service and initially they clashed a little bit because, again, the question was how service was going to be provided with the staffing level at the time. She said initially it started as a pilot program, with volunteers and overtime, but once it got going, the community came in and they really wanted the services; and that it was disastrous when it was taken away. She said that in order to continue being the jewel in the system, the Library has to be able to provide the services that the community deserves.

Glen Creason, Adult Librarian III, History and Genealogy Department, said he has been at the Library for 33 years and has seen how well the Library can be operated. He stated that he has been able to go out to promote and increase the stature of the Library because of the staff in the History Department; however, without proper staffing, he won’t be able to continue doing that. He hopes the Board takes his comments into consideration that proper staffing is needed for opening the Library on Sundays.
(8)

Adele Wallace, half time Adult Librarian, stated that she works in the Central/Southern Region and she thinks that a premature opening on Sundays will affect them particularly hard for a couple of reasons; primarily, because it is very difficult to get substitutes to work in that region so the problem of understaffing is exacerbated for them. Secondly, the region has two designated regional libraries, which will strain staff even more. She said the Jefferson Branch, where she works, has almost full staffing, however, that is a mixed blessing because they are sent elsewhere when they are all in. She indicated that they have less time to interact with their own community and her request is to have full staffing before opening for Sunday service.

**Board Discussion**

Commissioner Walters asked Mr. Szabo if he had any projections that are more firmed with respect to the re-staffing of fulltime employees for the restoration of hours.

Mr. Szabo responded that in the Budget for Fiscal Year 2013/14, the Library has included 32 Full Time Equivalent (FTE) positions, which will result in a total of 62 individuals to restore Sunday service at the Central Library and 8 Regional Branch Libraries. He explained that in the Budget for each of the Measure L years, there is a limited sum of money available to be used for the delivery of the promises of Measure L, and some of that is not discretionary because it is associated with increase in staffing costs and such that the amount that remains determines their decisions on what kind of staff they are able to hire.

Mr. Szabo referred to the Board Meeting held in San Pedro where they had discussed full time and part time employment, and said that staff here today made an excellent point about the difference of part time versus full time staff and that being able to retain full time staff would be better for the Library. He also addressed the comment that the Library relies heavily on as-needed non civil service staff and said that it is correct. More notably, when Mondays were delivered in the first year of Measure L, and that was also the case in the current fiscal year. He stated that they have been able to fill a lot of positions but not full time, because each year, the Library looks at what they can deliver with the funds that it has. He stated that it hasn’t been the pattern or structure that they would like.

Mr. Szabo added that going into 2014, the Library would have met all of the Measure L promises, which puts them in a wonderful position to talk about children’s librarians doing outreach, and how the dollars can be used to implement the strategic plan with the ideal staffing patterns. He indicated that his door is always open, and they had had numerous meetings to discuss staffing such as the number of people needed at a desk, full time versus part time, substitutes, and that he has heard about the challenges at the Central/Southern Region. But as they are able to hire additional half time and ultimately full time staff, they will rely less on the as needed substitute staff.
In response to Commissioner Walters’ question about how many more years of Measure L are left, Mr. Szabo replied that July 1, 2013 would be the beginning of the 3rd year of Measure L and one more year after that. Mr. Szabo stated that the way the landscape looks now, there would be a notable increase in the budget by several million dollars because the appropriation percentage would go from .0269% to .03% and the Library would have reached 100% in related costs and will have more than 45% for library operations going into year four; and that would an important discussion for the Board to have for the 2014/15 budget and what they will be able to do and what staffing they will be able to hire.

Commissioner Nathanson asked if there was any historical documentation on the organizational charts and staffing from 2006 levels to date. He stated that everyone made terrific points but he would like to look at staffing by branch and learn the staffing lingo and requested that the information be submitted prior to the Board Meeting.

Mr. Szabo responded that the Library has all the documentation.

Vice President Madison asked if there was a chance that there has been a zero based budget approach to the Library’s budget, that takes the amount of work required not per person but per branch and determine how many man hours are required to satisfy the need of each branch. She said that it is likely that since 2006 to today, the kind of services delivered by the Library might have changed or evolved over the years and a lot of Library services are being sought and provided online.

Vice President Madison also stated that because the Library is constantly shifting, where it was open full time, then it wasn’t, then it had full time staff, but now is dividing those full time positions into halftime or as needed, etc., they need to take into consideration the work that is required today. She clarified that she is not discounting the heartfelt comments made by the members of the unions, but the way people are using the Library continues to evolve and it seems to her that there needs to be some kind of analysis about the Library of the past, the Library of the present, and the Library of the future. She said that thanks to the voters, the Library has the enhanced funding that came through measure L; however, she is concerned that piece mealing, sort of wedging it to what it looks today and fixing it to what it might look next week, she is not sure the Library cannot afford not to zero base, because it will give clarity regarding staffing needs based on the need of the patrons.

Board President Hirano-Nakanishi stated that when she came on the Board she didn’t understand why they were necessarily cutting the hours they were cutting, because in her part of town parents don’t go to the Library during the day, they tend to go after work and on the weekends. She said she believes the job of the Library is to be open when the patrons tend to use it and concurred with Vice President Madison’s comments that the Library needs a plan of analysis of the different staffing patterns, busy hours, and so forth to be as responsive to, as possible, the people who voted for Measure L.
Mr. Szabo stated the use of the Library continues to change and they have to be able think about how to staff the libraries, considering that the libraries across the city are used in different ways. He said it is important that libraries cater their services according to the needs of the communities. And that although, technology has helped in being more efficiency, he believes that libraries are still very people intensive as they have ever been, but how we are able to utilize staff changes. For example, self-check machines don’t reduce the need for staffing, they free staff up to engage and be more helpful to patrons. To answer the question, he said the Library had not done that kind of analysis for all sorts of reasons, may be the resources weren’t there, but also how the landscape across the city and how rapidly it is changing. Typically, they have taken the approach of the traditional staffing level for a branch but they recognized that how that particular staff was used in their time varies on how the Library is used. He said the staffing model has been fairly fixed.

Commissioner Nathanson said that clearly there is a lot of importance being placed on the strategic plan that will be approved next month, and since he is a new commissioner he asked Mr. Szabo to explain the process as to how it works.

Mr. Szabo stated that this process began months ago, with interviews and surveys soliciting input from the public and staff as well as from the Commission, City Council, Mayor’s Office, and other stakeholders. He said that intentionally they had involved staff at all levels and classifications to look at the focus areas that came out from the responses received and the plan is coalescing. He said the plan would be presented to the Board for approval.

PRESENTATION: SUMMER READING AND SUMMER MEALS PROGRAM

City Librarian John F. Szabo introduced Senior Librarian Eva Mitnick, Coordinator of Children Services, who would present information on the Summer Reading and Summer Meals Program.

Presentation

Eva Mitnick, Senior Librarian, Coordinator of Children’s Services, provided an overview of the children’s and teens Summer Reading clubs that the Library will be offering from June 3 through August 3. She said that LAPL has been doing these programs over 100 years, and there are a few key reasons for the program, the first and foremost reason is to have kids reading for pleasure because it helps keep their reading skills strong and prevents learning loss during the summer. Secondly, LAPL wants children to come to the Library to have fun with learning activities, engage with librarians, and learn about library resources available to them.

Ms. Mitnick reported that staff goes into communities and target those children and teens that have not been participating and get them to come into the Library and join the summer reading program. She stated that the program can also
be implemented outside the Library in place were kids are gathered such as day care centers, day camps, etc. The Library provides participants with the materials needed. She said the Library Foundation of Los Angeles provides the funding for the activities and promotional materials.

She informed the Board that the Library is working with the California Library Association on a summer reading outcomes initiative, which looks to achieve two outcomes: 1) Children belong to a community of readers and library users, that means that they are coming to the Library and are part of the program’s activities and interact with others; and 2) Outreach component, which targets community members to participate in the summer reading program for the first time. She said this is the third year the Library participates in the outcomes initiative. She said more information could be found in an article she wrote on “The California Summer Reading Outcomes Initiative,” featured in the Public Libraries magazine. She pointed out that last year, LAPL had the most kids ever joined, with 67% being first time participants; 30,172 children attended 961 programs.

Ms. Mitnick announced that this year’s theme is “Reading is so Delicious,” a new initiative by the California Library Association to offer lunch at the Library during the Summer Reading Club to keep kids healthy, fed, and engaged during the summer months when school is out. She said that children who get free lunch at school are more likely to be hungry in the summer because they are not being fed properly and reported that the Library will be providing a summer lunch pilot program at the Central Library and the Pacoima Branch Library, in partnership with the Los Angeles Regional Food Bank, who will be providing the food and the training. Also, the Packard Foundation will be providing enrichment funding for crafts and activities.

She noted that other libraries participating in this initiative to offer summer meals and literacy activities for children in low-income communities are the Fresno County Public Library, Sacramento Public Library, and San Diego County. She said the project is modeled on the successful partnership between Oakland Public Library, the City of Oakland, and Alameda County Food Bank, which serves lunches to children in Oakland’s libraries during the summer. She closed by stating that it is going to be a very delicious summer in Los Angeles.

**Board Discussion**

Vice President Madison said she was one of those kids who would have starved in the summer time if it hadn’t been for the school summer lunch programs in the City of New York. She asked if elementary schools in Los Angeles offer summer lunch programs.

Ms. Mitnick responded that the LAUSD no longer offers the lunch program for the summer.
Vice President Madison asked whether the Library could have an initiative that will invite businesses or corporations to provide funds for summer meals for a particular branch.

Mr. Szabo stated that he had an initial conversation with the head food service person at LAUSD on how they intend to meet this need, but they have not looked into corporate sponsorship.

Vice President Madison stated that she was one those kids in summer day camp who was invited to the summer reading, but when kids are not fed they can’t learn, and this is one of those times that she would like to have a meeting and spend a couple hours in a conference to discuss how they can help the Library with an initiative to create a public/private partnership to feed the children during the summer at the Library. She said the Library Foundation is providing assistance, but she doesn’t see enough direct corporate business support for LAPL. She believes that as commissioners they should talk about sponsors and reach out to their business community and friends.

Vice President Madison suggested that there should be some incentives to bring kids into the branch. She said that it is very important to have a healthy and educated work force and these children will be part of that.

Ms. Mitnick stated that many of the librarians already provide incentives themselves to get their targeted group into the library and some of them also offer something extra, such as stickers, books, etc. as incentives for the kids to attend the programs.

Commissioner Nathanson asked if the Central Library and the Pacoima Branch were the only two locations where the program would be offered. He said he agreed with Vice President Madison about taking this opportunity for the Library to reach out to children at an early age to read and feed them at all the branches and it is also the perfect opportunity to get businesses involved to subsidize the program, so not to just rely only on the Foundation, but clearly getting other people involved.

Ms. Mitnick stated that the key to offering the summer meals is getting the manpower since the Regional Food Bank provides the meals, which are funded from the Federal Government for each eligible site, but they need the volunteers to distribute the food to the sites.

In response to Commissioner Nathanson’s question on how many children would have to be fed, Ms. Mitnick replied that those numbers are not available yet, since this is the first summer of the initiative.

Vice President Madison said the Food Bank would probably have the numbers of children they can feed for a certain amount of money.
Board President Hirano-Nakanishi suggested that staff contact the LAUSD Food Program for the schools closest to the branches to obtain that information and that they are probably talking about Central and Southeast Los Angeles.

Mr. Szabo stated that this summer the Library would have the data to see how the Library has been able to engage those children who come in for the meals and the other services the Library offers. He stated that this is part of the bigger conversation on how businesses can support the work the Library is doing in this area. He commented that he was surprised to learn and pleased about the requirements from LAUSD for providing meals at a site, because there aren’t really any regulations such as a required kitchen; all they have to do is to provide the space.

Vice President Madison expressed that she was very proud to be associated with the Library and knowing that the Library is at the forefront of this pilot program to help feed children because children can’t learn to read or spell when they are hungry.

Board President Hirano-Nakanishi asked the City Librarian if he could take the lead based on this discussion and meet with them to talk about what they would like see in terms of corporate sponsorship and other resources to make this initiative happen.

Mr. Szabo stated that this would be a great thing for the Library to do and it would absolutely be good to look at what opportunities are there to engage the businesses in Los Angeles in this initiative to sponsor and support as well as volunteer in the program.

Commissioner Walters stated that this conversation was very exciting because meals have been cut in the schools, especially now that the school district or some parts of it are also ending the school year early by the first week of June. She said it would be good to get something going with a meeting and get pre-existing data with respect to numbers from the school district.

Board President Hirano-Nakanishi asked if this summer was too soon to do an expansion.

Mr. Szabo replied that it was too soon, but having the information on the data, starting the conversation about next summer’s programs, as well as getting businesses to engage in different ways, such as paying for extra books to give away or to enhance the collection at the branches, help with the promotion of the summer reading and meals program, and so forth. He said he believes this summer’s pilot program would be a big success.

Board President Hirano-Nakanishi commented that the Board is lucky to have members on the Board from the private sector and Commissioner Walters who was a member on the Board of Education and City Council. She believes the Library has lots of venues that they haven’t talk about very much to get help to get their message and services out. She stated that it should be a different conversation and she was not sure the Board Meeting was the right venue for brainstorming on how to go forward.
In response to Vice President Madison’s question on what it would cost per branch to provide the meals, Ms. Mitnick said that it doesn’t cost the Library anything but it needs the staff do it.

Board President Hirano-Nakanishi said there are college students who could volunteer if the Library could set it up.

Vice President Madison suggested asking the Food Bank on what is the cost per location. She said that knowing that number would help when reaching out to donors and tell them that they can feed an x number of children per location. She also suggested starting with the two or three branches that have the greatest need and try to focus on them immediately to just get it started.

Mr. Szabo said that another important point when asking about the cost would be to also include the cost of the people, not just the meal, and if they have capacity to do it.

Board President Hirano-Nakanishi concluded the discussion by stating they are all very excited about this initiative and she thanked Ms. Mitnick for her wonderful presentation.

VARIOUS COMMUNICATIONS: None.

COMMISSIONERS’ COMMENTS & REVIEW OF MATTERS PENDING

Commissioner Tinoco welcomed Mr. Nathanson to the Board.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 12:51 p.m.

ATTEST: ________________________

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Marsha Hirano-Nakanishi       Raquel M. Borden
President                     Board Executive Assistant

APPROVED: June 27, 2013