MINUTES
BOARD OF LIBRARY COMMISSIONERS
CITY OF LOS ANGELES

September 26, 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 11:10 a.m. on the above-written date.

PRESENT:  PRESIDENT    MARSHA HIRANO-NAKANISHI
          COMMISSIONER    BICH NGOC CAO
          COMMISSIONER    EDUARDO TINOCO
          COMMISSIONER    RITA WALTERS

EXCUSED
ABSENT:  NONE

ALSO PRESENT:  John F. Szabo, City Librarian; Kris Morita, Assistant General Manager; Basia Jankowski, Deputy City Attorney; Roy Stone, President, Librarians’ Guild; and staff.

MINUTES FOR APPROVAL: Regular Meeting – 8/22/13

MOVED by Commissioner Tinoco, seconded by Commissioner Cao, and unanimously carried that the Minutes of the Regular Meeting held August 22, 2013 be approved as submitted.

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

COMMISSIONERS’ COMMENTS
AND ANNOUNCEMENTS

PRESIDENT’S COMMENTS

Board President Hirano-Nakanishi addressed the recent announcements made by the Mayor’s Office appointing new members to the Board of Library Commissioners. She said the new members would replace her and Commissioner Eduardo Tinoco effective November 30, 2013 or at a time their successors are confirmed. An appointment to fill the vacancy created by Commissioner Paula Madison was also made.

The Board President stated that when she read the L.A. Times article and the brief biographies of the new members, she saw an amazing skill set and diversity that will serve the Library well. She said that we appreciate that Mayor Garcetti kept the heart and soul of the Los Angeles Public Library, Rita Walters, on the Board.
COMMISSIONER EDUARDO TINOCO’S FAREWELL

Commissioner Eduardo Tinoco announced that he had decided to resign effective September 26, 2013, upon completion of the Board of Library Commissioners’ meeting. He thanked City Librarian John Szabo and Library staff for the outstanding work they do providing services and programs throughout the City. He also thanked Board Executive Assistant Raquel Borden for her dedication to her work. He expressed that he was glad to have accepted the call to service for this great city because it had been a pleasure to be part of this body for the past two years.

WELcomed NEW COmmissioner BICH NGOC CAO

The Board President introduced and welcomed new commissioner Bich Ngoc Cao.

Commissioner Cao, a resident of Silver Lake, stated that she believes in the work the Library is doing because libraries provide the foundation for an educated democracy. She commented that she uses the LAPL’s e-media services everyday and she is interested in learning more about that system as well as how to best contribute to the Library. She thanked Board President Marsha Hirano-Nakanishi for her guidance.

CITY LIBRARIAN’S COMMENTS AND ANNOUNCEMENTS

Dedication of Palms–Rancho Park Branch Library in honor of Ray Bradbury

City Librarian John F. Szabo reported that on September 23 the Palms-Rancho Park Branch was dedicated to Ray Bradbury. Councilmember Paul Koretz, Friends of the Palms-Rancho Park Branch Library, community members, students and three of Ray Bradbury’s daughters attended the event. He thanked Board President Hirano-Nakanishi and Commissioner Rita Walters for attending.

Ms. Szabo commented that he was so pleased to hear from so many patrons about the wonderful work the Library staff is doing and how much they appreciate the services. He thanked Senior Librarian Maggie Johnson for the great service she and her staff are providing to the community.

California Endowment Grant for Affordable Care Act

Mr. Szabo reported that the Los Angeles Public Library (LAPL) has received a grant, through the Library Foundation of Los Angeles, from the California Endowment for $234,000. The grant will be used to provide training for LAPL staff on the Affordable Care Act (ACA). A training/mini-conference on the Affordable Care Act was hosted at the Central Library about a week ago. Also, the funds would be used to promote and provide information on the ACA.
City Controller visits LAPL

City Controller Ron Galperin visited the Central Library last month for a tour and participated in the Storytime Program by reading a book about gravity to children. Mr. Szabo stated that the children enjoyed the Controller’s story because he was very animated and an excellent storyteller.

Senator Barbara Boxer visits LAPL

Senator Barbara Boxer visited the Central Library last month to follow up on the results of the grant funds the Library received from the American Recovery and Reinvestment Act that were for the replacement of the roof at the Central Library as well as new chillers for the HVAC system. Mr. Szabo reported that the senator was very impressed with all the programs the Library provides and enjoyed a tour of the Central Library, including the roof and chiller room. He thanked Assistant Business Manager Eloisa Sarao from the Business Office for assisting with the preparations for the tour along with staff from the General Services Department and the Mayor’s Office.

LAPL’s Hoopla Video Streaming Featured in L.A. Weekly

Mr. Szabo commented that the L.A. Weekly had an article this week about LAPL’s Hoopla video streaming service. He noted that in addition to getting e-books and audio, patrons now could also download films.

“Songs in the Keys of L.A.” Book Featured in New York Times

Mr. Szabo stated that the New York Times prominently featured the book, “Songs in the Keys of L.A.” on Sunday’s Book Review section. He thanked the Library Foundation and Library staff from the Art, Music & Recreation Department for helping on the project for the book. He said the attention and the press received for the project and the book has been incredibly successful.

Central Library, 20 Years Later event

Mr. Szabo announced that an event would be held on Saturday, October 5, 2013 to commemorate the anniversary of the reopening of the Central Library in October 1993 after two devastating fires. A discussion panel will be moderated by USC Professor Kenneth Breisch of the USC School of Architecture, who will conduct a discussion with Margaret Bach, Founding Member and first President of the Los Angeles Conservancy; Betty Gay Teoman, former Director of Central Library Services; Kenon Breazeale, Central Library docent; and Sheila Nash, Senior Librarian, Art, Music & Recreation Department.

Mr. Szabo thanked Commissioner Tinoco for introducing him to Mr. Breisch, who is an architectural historian and a very noted authority on the American public library. Mr. Breisch has taken great interest in the Los Angeles Public Library and is writing a
book about it. He also thanked Board Secretary Raquel Borden for helping Mr. Breisch by providing decades old volumes of Board Minutes.

What Ever Happened to Moby Dick?

Mr. Szabo reported that the programs around “What Ever Happened to Moby Dick? Reimagining Great Works of Literature through a Southern California Lens has been a great success with around 90 different programs being provided. He said the program has highlighted the work of children’s librarians that have found creative ways to bring Moby Dick themes into story times to lectures and adult programs. He said that this program has been another wonderful partnership with Library Foundation.

Citizenship Initiative Update

Mr. Szabo reported that the LAPL’s Citizenship Initiative program continues to be very successful. The Library is working on some mega events for the winter and spring of next year with community partners to inform and assist people about the citizenship process. He also commented that he had participated in a panel in the League of California Cities in Sacramento last week to discuss the Citizenship Initiative with elected and appointed officials from around the state on what they can do to help with this initiative. Also, he and his counterpart Tom Galante, from Queens Library, N.Y., did a webinar presentation on citizenship and immigration integration for the Urban Libraries Council.

Sunday Hours Restoration Update

Mr. Szabo stated that the Library is moving forward with the restoration of Sunday hours at the Central Library and eight regional libraries. He reported the Managed Hiring Committee had approved the unfreeze of a significant number of positions. The Library requested 79 Full Time Equivalent (FTE) positions, 61 of which were approved, including vacant full time librarian positions. Fifteen clerical positions are still pending unfreeze approval. In the past, this process had been incredibly difficult. He said this approval is a huge step forward because some branches have been without critical staff for a long time.

Mr. Szabo also informed the Board that Library administrative staff has been in dialogue with both staff unions regarding Sunday hours and are working with various departments on logistics related to the expanded schedule. The Public Relations office will be coordinating an event with elected officials and promote the new hours through press and social media.

Board President Hirano-Nakanishi thanked the Mr. Szabo for the information and also thanked the Library Foundation for their work on the grant from the California Endowment for the Affordable Care Act.
CITY LIBRARIAN’S REPORTS:

It was MOVED by Commissioner Walters, and seconded by Commissioner Tinoco, and unanimously carried that the following resolution be adopted:

Recommendation to Accept Gifts

LIBRARY RESOLUTION NO. 2013-40 (C-32)

RESOLVED, That the gift of $440,969.53 received from the Leota Ann Lightfoot Trust to the Los Angeles Public Library be accepted and deposited into Library Trust Fund 831, Account 289; and

FURTHER RESOLVED, That a letter of appreciation be sent to Ms. Amy L. Neiman, successor trustee, expressing the grateful appreciation of the Board of Library Commissioners and staff for the generous gift.

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LIBRARY RESOLUTION NO. 2013-41 (C-33)

RESOLVED, That the gifts from the following donors be accepted:

$10,000 From the Friends of the Platt Library to the Platt Branch Library for library materials

$7,500 From the Friends of Encino-Tarzana Branch Library to the Encino-Tarzana Branch Library for library materials

$7,500 From the Friends of the Mid-Valley Regional Branch Library to the Mid-Valley Regional Branch Library for library materials

$1,000 From Barbara Kroll and Ruth Spielman to the Los Angeles Public Library to be deposited into Trust Fund 831, Account 285, Youth Education

$1,000 From Pacific 2.1 Entertainment Group, Inc. to the Sun Valley Branch Library for library materials, equipment and supplies

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

ACCEPTANCE OF GRANT FROM DETROIT PUBLIC TELEVISION TO HOST PROGRAMS BASED ON THE PBS SERIES “ARAB AMERICAN STORIES”

The City Librarian recommended acceptance of the grant funds from Detroit Public Television will be used to host programs at the Central Library and at the Studio City Branch Library based on this PBS series.
In reply to the Board President’s question on how the locations had been selected, Cheryl Collins, Branch Library Services Director, stated that the Studio City Branch Library had been selected because there is an Arab American community in Studio City. The program is being advertised to outreach to Arab Americans from other communities and it is also being advertised in PBS.

It was MOVED by Commissioner Walters, and seconded by Commissioner Cao, and unanimously carried that the following resolution be adopted:

**LIBRARY RESOLUTION NO. 2013-42 (C-34)**

WHEREAS, the “Arab American Stories” is a thirteen-part series documentary featured on PBS station. Grant funds from Detroit Public Television will be used to host programs at the Central Library and at the Studio City Branch Library based on this PBS series and will be followed by a community engagement discussion:

RESOLVED, That the Board of Library Commissioners approve acceptance of a $1,000 engagement grant from the Detroit Public Television for the “Arab American Stories” program; and

FURTHER RESOLVED, that the funds be deposited in Trust Fund 831, Account No. 300.

RESOLVED, That the Board of Library Commissioners accepts the California Library Literacy Services (CLLS) baseline grant in the amount of $10,000 for the Los Angeles Public Library’s Adult Literacy Services for Fiscal Year 2013/2014.

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

**RECOMMENDATION TO APPROVE REVISION TO THE LIBRARY BOARD POLICY ON HOLIDAY CLOSURE OF LIBRARY FACILITIES**

The City Librarian stated that the Holiday Closure of Library Facilities policy had been revised to reflect changes of certain provisions in city employees' contracts and it is consistent with the City Holidays. He stated the revisions had been discussed with union staff and they agreed the recommendations contained therein would maintain vital services to the public, and accommodate time off requests during the holidays.

Commissioner Walters thanked the City Librarian for updating the Holiday Policy because it had consistently been a problem. She also asked how the Holiday Policy would affect the special hours for the Robertson Branch Library, which is open on Sundays instead of Saturday.

Personnel Director Michael Bolokowicz responded that the policy would not affect the hours at the Robertson Branch Library in the near future. He pointed that it would be in 2016 when Christmas would fall on a Sunday and that issue will be addressed within that year.
It was MOVED by Commissioner Tinoco, and seconded by Commissioner Walters, and unanimously carried that the following resolution be adopted:

LIBRARY RESOLUTION NO. 2013-43 (C-35)

RESOLVED, That the Board of Library Commissioners hereby adopts the revised policy regarding the closure of Los Angeles Public Library facilities to the public for regular City Holidays approved by City Council and for Sunday service hours, as follows:

1. Whenever Christmas Day, New Year’s Day, the 4th of July, or Veteran’s Day falls on a Saturday, public library facilities will be closed on Friday (City-observed holiday) and Saturday (actual holiday).

2. Whenever Christmas Day, New Year’s Day, the 4th of July, or Veteran’s Day falls on a Sunday, public library facilities will be closed on Sunday (actual holiday) and Monday (City-observed holiday).

3. Whenever Christmas Eve falls on a Monday through Thursday, or Saturday, all public library facilities will be open from 10:00 a.m. to 1:00 p.m.

4. Whenever New Year’s Eve falls on a Monday through Thursday, or Saturday, all public library facilities will be closed at 5:00 p.m.

5. Whenever Christmas Eve falls on a Sunday, all public library facilities will be closed as a non-paid holiday closure.

6. All public library facilities will be closed on the Sunday on which Easter falls as a non-paid holiday closure.

APPROVAL OF AMENDMENT AGREEMENT TO CONTRACT NO.728 WITH THE LIBRARY CORPORATION FOR MAINTENANCE OF THE INTEGRATED LIBRARY AUTOMATION SYSTEM

The City Librarian recommended approval of the proposed amendment agreement to Contract 728. He stated that Integrated Library Automation System (ILS) is a very important system that was acquired in 1993. He noted that although the current contract is due to expire in August of next year, the amendment is being recommended with sufficient time to look for other alternatives should the Board not approve this request. He stated that the contract is being amended to add four (4) one-year renewal options.

Mr. Szabo noted that issuing an Request for Proposal (RFP) is not recommended at this time because ILS systems are in great transition, with some systems moving to the Cloud. He indicated that current products on the market today are likely to be very different three years from now.
Also, because the Library is currently working on the Strategic Plan and transitioning, it is important to see what the possibilities are for the future and evaluate other ILS systems a year from now to determine if it's prudent to explore other ILS options.

Commissioner Tinoco stated that he concurs with the City Librarian that it is prudent to extend the contract at this time.

It was MOVED by Commissioner Walters, and seconded by Commissioner Tinoco, and unanimously carried that the following resolution from the revised Board Report be adopted:

LIBRARY RESOLUTION NO. 2013-44 (C-36)

WHEREAS, On August 25, 2004, the Library Department entered into Contract No. 728 (Council File 04-0841) with the Library Corporation to provide hardware and software maintenance for the LAPL’s integrated library automation system for a three-year term, with seven (7) one-year renewal options. This contract expires on August 25, 2014; and

WHEREAS, The Library Corporation is the sole provider for the integrated automation system that serves the Central Library and all branch libraries. All new computer hardware, applications software and telecommunication network at all LAPL libraries are linked to the CARL system’s Tandem mainframe to provide an automated circulation and bibliographic system for the public; and

WHEREAS, The Library Department has negotiated a price freeze in the products and services developed by the Library Corporation during the term of this amendment agreement. Funds are available in the Library’s Contractual Services Account to cover the services to be provided under this agreement:

RESOLVED, That the Board of Library Commissioners approve the Amendment Agreement to Contract No. 728 with the Library Corporation to allow four additional one-year renewal options, pursuant to City of Los Angeles Administrative Code Section 10.5 (b) (2) and 10.15 (a) (7); and

FURTHER RESOLVED, That the City Librarian and City Attorney be authorized to make technical changes to the Amendment Agreement to Contract No. 728 prior to execution; and

FURTHER RESOLVED, That the President or Vice President of the Board of Library Commissioners be authorized to execute the Amendment upon receipt of the required approvals.
VARIOUS COMMUNICATIONS:

Received and filed letter from the Mayor, dated August 14, 2013, to City Council RE: the appointment of Ms. Bich Ngoc Cao to the Board of Library Commissioners for the term ending June 30, 2018.

COMMISSIONERS’ COMMENTS & REVIEW OF MATTERS PENDING:

Board President’s Comments

Board President Hirano-Nakanishi stated she was glad the Los Angeles Public Library would be participating in the Univision/KMEX's 5th Annual "Es El Momento" Feria de Educacion/Education Fair on Saturday, Oct. 5, because so many will be attending and will be able to sign up for Library cards and learn about the services offered by Library.

The Board President commented that it was a joy to meet readers and writers at the Ray Bradbury dedication at the Palms-Rancho Park Branch Library. She said it was a heartwarming event.

The Board President commended the Library Foundation of Los Angeles for its wonderful ALOUD Programs. She said the programs she had attended have been fabulous. She stated that it has been a pleasure to see the Library Foundation with President Ken Brecher working with City Librarian John F. Szabo on a shared mission and programs that really enliven and improve Los Angeles. She said that once there is a strategic plan, the Library will burst forward and commented that what has been most striking to her during her time in the Board is how much is available in terms of services for the public.

Proposed Budget for Fiscal Year 2014/15

Board President Hirano-Nakanishi requested that information on the Related Cost section of the proposed budget be broken down by item. She believes it will be useful information for the new board members.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:50 a.m.

ATTEST: _________________________

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

Date to be approved: October 10, 2013