

MINUTES

BOARD OF LIBRARY COMMISSIONERS CITY OF LOS ANGELES

February 12, 2014

A Regular Meeting of the Board of Library Commissioners was held at the Fairfax Branch Library, 161 South Gardner Street, Los Angeles, CA 90036, convening at 11:00 a.m. on the above-written date.

PRESENT:	PRESIDENT	JOSEFA SALINAS
	VICE PRESIDENT	BICH NGOC CAO
	COMMISSIONER	GREGORY BETTINELLI
	COMMISSIONER	MAI LASSITER
	COMMISSIONER	RITA WALTERS

EXCUSED

ABSENT: NONE

ALSO PRESENT: John F. Szabo, City Librarian; Kris Morita, Assistant General Manager; Basia Jankowski, Deputy City Attorney; Christine Jerian, City Services Manager, Mayor's Office; Roy Stone, President, Librarians' Guild; and staff.

MINUTES FOR APPROVAL: Regular Meeting –1/9/14

MOVED by Commissioner Walters, seconded by Vice President Cao and unanimously carried that the Minutes of the Regular Meeting held January 9, 2014 be approved as submitted.

REMARKS BY THE HOLLYWOOD AREA MANAGER
AND THE FAIRFAX BRANCH SENIOR LIBRARIAN

Hollywood Area Manager

Paul Montgomerie, Hollywood Area Manager, reported that the Hollywood Area is made up of 13 branches, and highlighted the following branch libraries in the area: The Will and Ariel Durant Branch has one of the largest collections of Russian books; Pio Pico-Koreatown has the largest collection of Korean titles with over 14,000 volumes; the Wilshire Branch has a large Bangladeshi and Hindi community and is investigating the possibility of developing a collection; the Frances Howard Goldwyn-Hollywood Regional Branch has a special collection of Hollywood memorabilia including historical photos, theater programs and movie posters.

Mr. Montgomerie announced that since last July the Hollywood Region has acquired ten new librarians and six new clerk typists. Also, the community and staff are very excited to have the Hollywood Regional Branch open on Sundays. Staff is working on various programs to promote the Sunday hours.

Mr. Montgomerie spoke on the many diverse programs offered by the Hollywood Area libraries. He pointed out that the Hollywood Area has over 200 volunteers, including 10 active Friends of the Library groups.

Senior Branch Librarian

Roy Stone, Senior Librarian, Fairfax Branch Library, provided a brief history of the Fairfax Branch Library, which began service on August 1963 and it was rebuilt as part of the 1998 Bond Program, reopening on September 2005.

Mr. Stone reported that the Fairfax Branch serves three public and three religious elementary schools; and seven religious middle and high schools and serves a community that is predominantly Caucasian but it also has East Indians, African-Americans, Latinos, Koreans, Chinese, Mongolians and Orthodox Jews.

Mr. Stone also spoke about the many programs provided at the branch and highlighted some of the wonderful work done by staff. For example, Young Adult Librarian Teresa Mons has done some very interesting projects and programs such as the three chalkboards created by local students. The chalkboards are located at the entrance of the branch to enable patrons to write their wishes. He noted that this is an international project and Ms. Mons has found that many patrons have taken photos of the entries and put them on various social networks. Also, Patricia Walker, half-time Adult Reference Librarian, coordinates the use of the multi-purpose room and provides a variety of interesting programs for adults ranging from Medicare to author talks. He pointed out that the branch also has a Facebook page.

Mr. Stone indicated that the branch has a small but very hard working Friends group. Members present at the meeting today were Friends President Shirley Thompson, Rena Meymudes, Eva Holtzman, and Gloria Hamm. They support the library and our services in a great many ways. He also spoke of Joyce Button, a volunteer who has worked faithfully at the Fairfax Branch at least once a week since 1992.

Mr. Stone commented that he has been assigned at the Fairfax Branch since the early 1990's. In his other job as the Librarian Guild's President, he reminds new librarians how important their work is because they make a difference in people's lives everyday and they make the community a better place.

The Board President thanked Area Manager Paul Montgomerie and Senior Librarian Roy Stone for their presentation.

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

CITY LIBRARIAN'S COMMENTS AND ANNOUNCEMENTS

Sunday Service Hours Opening

Mr. Szabo thanked the commissioners for helping make the Sunday service hours grand re-opening on January 12th such a success! He said that all nine ribbon-cutting events were successful with 60 to 120 attendees at the 8 regional branches and 300 at the Central Library. More than 40 media outlets covered the story of this wonderful celebration.

Central Library receives Public Building Award

Mr. Szabo reported that two weeks ago, the Library was honored to have the Department of Energy Deputy Assistant Secretary Kathleen Hogan tour the Central Library's energy efficient upgrades that include the roof, cooling tower and the new chillers. Senator Boxer also took this tour last year. These energy efficient upgrades were completed with by L.A. Better Buildings Challenge with the Department of General Services. These upgrades will save the Central Library \$800,000/year. In an awards ceremony, Dr. Hogan presented the Library with the Public Building Award.

Health Matters Initiative

Mr. Szabo provided an update on the Library's involvement on the Affordable Health Care Act and Covered California. He stated that 26 LAPL libraries, in partnership with over 20 non-profit agencies, are participating in an enrollment campaign, which will provide enrollment counselors on Saturdays in the libraries to help the public learn about how to sign up for health insurance coverage. This past Saturday, he along with the executive director of Covered California Library staff were at the Panorama City Library at a media event to promote enrollment activities and the libraries' role.

Arroyo Seco Regional Branch Library Celebrates 100 years

February 2014 marks the 100th year Anniversary of Arroyo Seco providing library service to residents in the Highland Park community in Northeast Los Angeles. In conjunction with the Highland Park Neighborhood Council, the Library is presenting a variety of activities in the month of February and a big birthday party at the end of the month to celebrate this milestone.

Events celebrating Chinese New Year

Mr. Szabo highlighted the following events in celebration of the Chinese New Year:

- Chinatown Branch Library hosted a puppet show in which the children learned about the Chinese New Year traditions and the Chinese zodiac. They were also able to make lanterns with popsicle sticks.

- Palms-Rancho Branch Library celebrated Chinese New Year with a large musical dragon parade inside the branch. The children were thrilled to make noise inside the library. Approximately 85 people attended this delightful event.
- Porter Ranch Branch Library hosted a craft program where children made dragon puppets and lanterns.
- Central Library will present Taiwanese Opera Diva Liao Chiung-Chi, who will perform live and in costume an excerpt from "The Butterfly Lovers" in the Mark Taper Auditorium on February 15th. The event is co-sponsored by the Taiwan Academy/Taipei Economic and Cultural Office, Los Angeles.

Events celebrating African-American Heritage Month

Mr. Szabo reported on the following events in celebration of African-American Heritage Month:

- The ALOUD series at the Central Library presented the "Rebellious Life of Mrs. Rosa Parks." This first sweeping history of Parks' life challenges perceptions of her as an accidental actor in the civil rights movement. Jeanne Theoharis, who wrote the wonderful biography of Rosa Parks, offered a compelling portrait of the working class activist who stared poverty and discrimination squarely in the face and never stopped rebelling against them in both the segregated South and North. Commissioner Mai Lassiter's mother, Ericka Huggins, was an important part of that dialogue because as human rights activist and teacher, met Parks. This was a conversation with Robin D.G. Kelley, and Gary B. Nash, Professor of American History at the University of California, Los Angeles. He said it was an incredible program and also well attended.
- Baldwin Hills Branch: Author Erich Martin Hicks discussed his book, "Rescue at Pine Ridge: The Story of the 9th Cavalry Buffalo Soldiers." He describes the history of the 9th Cavalry, from their Congressional conception in 1866 to their dramatic rescue of the famed 7th Cavalry in 1890. Mr. Hicks will also present this program at other branch libraries.
- Playa Vista Library: Actor and educator Charles Reese presented a multi-media lecture and discussion on James Baldwin's meeting with Robert Kennedy and leaders of the Civil Rights Movement in the 1960's. The PBS documentary "Slavery By Another Name" was also shown at this event.
- Silver Lake Library: A "Concert of Civil Rights Protest Songs" was performed by the Voices of a New Tomorrow Choir, led by Dr. Dana Howell. Also, as a memorial to his work, the choir sang several songs by Pete Seeger. More than 60 people attended this soulful event that was funded by the Created Equal Grant received by LAPL. Many of the attendees identified themselves as civil rights activists from the 1960's and shared their personal experiences. Everyone had a great time.

Family Programs

- Benjamin Franklin Branch Library: Last month, the Centre Theatre Group presented a reading of "Hoop Girls" by Gabriela Lopez de Dennis (22 teens attended this program).
- Panorama City Library: The Library hosted a four-week "Stop-Motion Animation" class, as part of the Full STEAM Ahead grant. Five short films were created by 24 youths aged 7-13. On the final week, the filmmakers added music and titles to their creations, all of which were posted on the LAPL Full STEAM Ahead YouTube channel.

LAPL Partners with L.A. Homeless Services Authority

Mr. Szabo reported that a Homeless Outreach pilot assessment and outreach program will be conducted at six LAPL libraries (Central Library, Hollywood, Venice, Little Tokyo, Northridge and Will & Ariel & Durant) by the L.A. Homeless Services Authority (LAHSA), and County of L.A. Emergency Response Team (ERT) to address the needs of homeless individuals and families in Los Angeles, many who use the public libraries.

The L.A. Housing Services Authority is initiating this project to provide crisis intervention, intensive case management, specialized outreach services and immediate access to L.A. County Departments of Public Social Services, Mental Health, Health Services and Social Security, local social service agencies and community organizations. They will begin to assess the public health, mental health and housing needs and if appropriate, they will provide referral and transportation services. This pilot program will be evaluated in four weeks.

The Board President thanked Mr. Szabo for the information. In reference to the partnership with Covered California, she asked if they have included the library in their commercials.

Mr. Szabo replied that Library staff has been working with their Covered California' marketing staff and will certainly inquire about it and request it.

The Board President asked the Library look into being included in the commercials as an addendum to what it has already been created.

Commissioner Bettinelli congratulated staff for the great work in the coordination of the multiple events for the opening of Sunday service hours.

Commissioner Walters commented on the program that she attended at the Venice-Abbot Kinney Memorial Branch Library event in celebration of African-American Heritage Month. The branch presented Roy Willis, a gentleman who worked with the CRA and the City of Los Angeles in the development of downtown. He was the first African American to graduate from the University of Virginia and first African American to earn an MBA degree from Harvard. She said that it was very interesting to hear in first person what his experiences had been and what his life has been since then. She stated that this program should be added on the list of outstanding events. It was very inspirational and well attended.

She commended the branch senior librarian for being very well involved and doing a great job with the program.

The City Librarian stated that the Library plays a great role in oral history, and programs and events like this need to be preserved and recorded.

Board President Salinas asked if anything had been done to record the events and conversations such as the event that Commissioner Walters attended because it sounds like it would be wonderful program to have available online year around. Mr. Szabo replied that Aloud Programs were recorded and there are certain programs that lend themselves to being recorded and make them available on the website.

CITY LIBRARIAN'S REPORTS:

Recommendation to Accept Gift

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

LIBRARY RESOLUTION NO. 2014-2 (C-2)

RESOLVED, that the gift in the amount of \$1,000 from Ms. Jennifer Chan to the Chinatown Branch Library to purchase library materials be accepted; and

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

ACCEPTANCE OF CALIFORNIA LIBRARY LITERACY SERVICES (CLLS) BASELINE GRANT FOR ADULT LITERACY SERVICES

The City Librarian recommended acceptance of a grant from the California State Library for \$98,688 for FY 2013-14 for the Library's Adult Literacy Program. An initial baseline grant of \$10,000 was received last year, totaling \$106,688. The grant funds the purchase adult literacy textbooks, workbooks, reading materials and equipment for the 21 literacy centers. Currently there are about 1,000 students enrolled in the adult literacy program.

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

LIBRARY RESOLUTION NO. 2014-3 (C-3)

WHEREAS, On November 5, 2013, the California State Library announced that the Los Angeles Public Library Adult Literacy Services Program program's final payment grant allocation for the 2013/14 Fiscal Year is \$96,688; and

WHEREAS, The Los Angeles Public Library and the Library Foundation of Los Angeles provide matching funds to become eligible for the grant; and

Library Resolution
No. 2014-3 (C-3)

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

RESOLVED, That the Board of Library Commissioners accepts the California Library Literacy Services (CLLS) grant in the amount of \$96,688 for the Los Angeles Public Library's Adult Literacy Services for Fiscal Year 2013/2014; and

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

RECOMMENDATION FOR THE DEDICATION
OF THE FAIRFAX BRANCH LIBRARY IN
RECOGNITION OF GRACE FRIEDMAN

City Librarian John F. Szabo reported that on June 27, 2013, the Library Commission approved the recommendation to initiate the process to consider dedication of the Fairfax Branch Library in recognition of Grace Friedman. This was in response to requests received from Congress members Janice Hahn, Adam B. Schiff, and Henry Waxman, Assemblymember Bob Blumenfield, Councilman Paul H. Koretz, the Jewish Libraries of Southern California, and a resolution from the Friends of the Fairfax Branch Library, all requesting that the Fairfax Branch be dedicated in honor of Grace Friedman, who died on August 17, 2012.

Mr. Szabo reported that Ms. Friedman was a very active member of the community and a long time volunteer at the Fairfax Library. She served as President of the Fairfax Branch Library for 30 years and ran the group's weekly book sale. She was also a librarian for the Adat Ari El Religious School library for 34 years.

Ms. Szabo stated in accordance with Board Policy 1:312, Recognition in Branch Facilities, 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.

Public Comments

The Board heard comments in support of the dedication from the following speakers:

- 1) Jonathan Friedman, son of Grace Friedman
- 2) Gloria Hamm, Member, Friends of the Fairfax Library
- 3) Teri Markson, Senior Librarian, LAPL
- 4) Shirley Thompson, President, Friends of the Fairfax Library
- 5) Moshe Melnick, Retired Director, Adat Ari El Religious School
- 6) Eva Holtzman, Member, Friends of the Fairfax Library
- 7) Jay Greenstein, Deputy, Councilmember Paul Koretz, 5th District

There were no public comments received at the meeting in opposition.

Board Discussion

In response to a question from Vice President Cao on what the dedication would entail if approved, Mr. Szabo replied that if the Board approves the dedication, a plaque would be mounted on the outside of the branch and it would then be unveiled at a scheduled event where the family and friends of Mrs. Friedman can attend. The Fairfax Branch retains its name.

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

LIBRARY RESOLUTION NO. 2014-4

WHEREAS, On June 27, 2013 the Board of Library Commissioners approved the initiation to consider the dedication of the Fairfax Branch Library in honor of Grace Friedman in response to requests received from Members of Congress Janice Hahn, Adam B. Schiff and Henry A. Waxman, Assemblymember 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; and

WHEREAS, Grace Friedman was a long time member of the Fairfax community and supported the Fairfax Branch Library where she volunteered for the Service to Shut-Ins program, was President of the Friends of the Fairfax Branch Library for 30 years and ran the Friends' weekly book sale. She served the Fairfax community as an election day volunteer, running a precinct for more than 25 years and was the librarian at the Adat Ari El Religious School library for more than three decades; and

WHEREAS, 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 Branch in recognition of Grace Friedman:

NOW, THEREFORE, BE IT RESOLVED that the Board of Library Commissioners dedicate the Fairfax Branch Library in recognition of Grace Friedman.

**RECEIVE AND FILE STATUS REPORT
ON CAREER ONLINE HIGH SCHOOL**

(Continued from January 9, 2014 Board Meeting)

City Librarian John F. Szabo provided the following information in response to the Board's request for more information on the Career Online High School Program that he commented on at the Board Meeting of January 9:

- LAPL is offering the Career Online High School pilot program for adults to earn an accredited high school diploma and credentialed career certificate.
- The program is designed to re-engage adults into the education system and prepare them for entry into post-secondary education or the workforce.

- The Los Angeles Public Library is the first public library in the nation to offer this much needed service. More than 25% of adult residents in Los Angeles lack a high school diploma and in some areas about 60%.
- The Career Online High School is operated by Gale/Cengage and is part of the Smart Horizons Career Online Education; the first accredited private online school district in the nation.
- The program will offer free enrollment to a limited number of students. There will be a three-step process prior to admission: Applicants will be required to successfully pass a self-assessment evaluation, take a two-week pre-requisite course, and participate in an intake interview. Those who pass all the steps will be selected through a lottery system. 25 students will be admitted the first month, then ten students per month thereafter.
- The service is being managed through the Literacy Centers. Literacy Coordinators have received training on the program.
- Students would work with an Academic Coach from the Career Online High School, and would be given up to 18 months to complete the program.
- This pilot program is being funded through the Library Foundation of Los Angeles.

Mr. Szabo concluded his presentation by emphasizing that the Career Online High School program greatly enhances the Library's educational initiatives, it provides a service of great need to Los Angeles residents and advances the Mayor's goal for departments to support workforce development. He is looking forward to the first graduation.

Board Discussion

Commissioner Bettinelli asked about the cost of the program. Mr. Szabo replied that it costs \$1,200 to \$1,300 per individual. He said the key to the program's growth is funding.

Vice President Cao stated that she is very excited about the program and inquired whether the career certification would include hands-on experience. Mr. Szabo stated that the one of the strategies for the program is to offer the career courses initially and the completion of those courses leads them to the high school courses, but there is no internship component to this program.

Vice President Cao asked if the student would receive assistance obtaining employment once they graduate from the program. Mr. Szabo stated that the Library would be able to connect them with Workforce Development and with other Library resources.

Board President Salinas inquired about the deadline for signing up and asked if the program was being advertised to the general public or if it is going to select from an existing pool of individuals already using the Library. Mr. Szabo replied that although the

program has been promoted through some press in January, it is being promoted mainly through the Literacy Centers in the communities with the highest percentage of adults without a high school diploma. He said the Library already has the data on which communities have the highest needs and rather than doing a more broad marketing effort, the literacy centers likely already have some candidates who will be appropriate for the program. He introduced Candice Mack, Senior Librarian, Adult Literacy and Volunteer Services, who would provide more information about the program.

Senior Librarian Candice Mack stated that the Career Online High School program would tentatively go live on March 1. She said the program is open to everyone, but since literacy coordinators already work with students in the Adult Literacy program, they will be great to support this new program. As part of the Adult Literacy program, there is a list of goals the students work on and one of them is obtaining a high school diploma or GED, so they focus their tutoring on that goal.

Commissioner Lassiter asked if the Literacy Coordinators would be doing the admission interviews. Ms. Mack stated that literacy coordinators would conduct intake interviews at the literacy centers. A basic interview will include questions such as what grade they passed in high school, career interest and path, and introduction of the software.

Commissioner Lassiter asked if the assumption was that those who enroll in the program have a computer at home. Ms. Mack stated that it was part of the self-assessment where students will be asked if they have a computer available for at least 7 hours a week to work on the program. She said it would be easier to have a computer at home but it was not a necessity because they can come to the Library to use the computers. For home computers, there is a list of the technical requirements and a system checklist the students can run on their computers, but having a computer at home is not requirement.

In response to Commissioner Lassiter's question on whether there was a component the students must do in person at some point, Ms. Mack said that they must come in for the initial interview. Those who are not chosen for the first round would have to come back again to make sure they still meet the self-assessment requirements. The online academic coach that would be assigned to the students through career online would contact the students at a minimum of every two weeks to make sure they are on track. The Library will be receiving reports on the students' progress.

Board President Salinas asked if there would be information provided on demographics, ethnicity and gender of the students who participate in the program. Ms. Mack stated that information would also be provided to the Library.

Commissioner Walters stated that this is an appropriate time to institute a program like this through the Library because the L.A. Unified School District has disbanded their adult education program. She said she is very pleased this program is coming online.

Commissioner Bettinelli stated that this is a very interesting program that is also very meaningful for the community and he would to see it build on through the course of their terms.

BOARD ACTION

MOVED by Commissioner Walters, seconded by Commissioner Lassiter, and unanimously carried that the report on the Career Online High School program be received and filed.

VARIOUS COMMUNICATIONS: None.

**COMMISSIONERS' COMMENTS &
REVIEW OF MATTERS PENDING:****Branch Meetings**

Commissioner Bettinelli commented that having Board meetings in the communities is "way cooler". He encourages it because it gives the Board the opportunity to meet the staff and hear from patrons from around the city.

Commissioner Walters concurred with Commissioner Bettinelli that having Board meetings in the communities is "way cooler". She said that they had to stop them several years ago due to budget cuts, since the meetings have to be recorded.

The City Librarian stated that staff would be happy to start having more branch meetings.

Budget Status

Commissioner Bettinelli inquired about the status of the Budget and asked if any feedback had been received from the Mayor's Office. Mr. Szabo stated that the initial budget hearings would begin in March.

Matters Pending List

Board President Salinas reviewed the Matters Pending list, which was revised as follows:

1. The Strategic Plan Marketing Plan will be scheduled for March 27, 2014.
2. Discussion of the Library's Marketing Plan was added and scheduled for March 13, 2014.

The Board President also requested the following information:

- SAT Prep Course locations selection information requested by Commissioner Walters on 1/9/14. Mr. Szabo stated that this information had been provided via e-mail.
- Report on the breakdown of the number of cardholders per library was requested.

- Report on how many branch libraries have a Facebook page was requested.

Appointment of Board Member to the Library Foundation Board

Board President Josefa Salinas announced the appointment of Commissioner Mai Lassiter to serve on the Board of the Library Foundation of Los Angeles. She thanked Commissioner Lassiter and Commissioner Bettinelli for volunteering to represent the Library Commission on the Library Foundation's Board.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:22 p.m.

ATTEST: _____

Josefa Salinas
President

Raquel M. Borden
Board Executive Assistant

Date to be approved: February 27, 2014