

MINUTES

BOARD OF LIBRARY COMMISSIONERS CITY OF LOS ANGELES

April 9, 2015

A Regular Meeting of the Board of Library Commissioners was held at the El Sereno Branch Library, 5226 South Huntington Drive, Los Angeles, CA 90032, convening at 11:03 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; Alois Phillips, Deputy City Attorney, General Counsel; and staff.

REMARKS BY THE NORTHEAST AREA MANAGER AND THE EL SERENO BRANCH SENIOR LIBRARIAN

Northeast Area Manager

Sylvia Galan-Garcia, Northeast Area Manager, welcomed the Board to the El Sereno Branch. She said this new branch facility opened to the public in September 2004 as part of the Library Bond Measure and it is the crowning jewel of the community. El Sereno Branch is the furthest east library of the Los Angeles Public Library branches and borders the City of Alhambra, serves a community that is comprised of 80% Hispanic and 12% Asian. She said staff at this branch is very active interacting and assisting patrons by walking around the branch in addition to working behind the counter.

Ms. Galan-Garcia reported on the 13 libraries in the Northeast Region that serve a population of approximately 550,000, offering programs that support system wide initiatives and special programs such as the Aphasia Book Club program at the Echo Park Branch. She stated that the upcoming Summer Reading program involves and occupies the time of all the staff, not only the children's librarians. She also pointed out that the Library Foundation of Los Angeles supports eight Cybernauts in the Northeast Area. She said the librarians work on developing partnerships with local organizations and the Neighborhood Councils. She cited that the Arroyo Seco Branch is hoping to obtain a Book Bike because a member of the local neighborhood council saw the impact the current Book Bike had at an event she attended and recommended funding one.

Ms. Galan-Garcia concluded by reporting that Bilingual Outreach Librarians had been hired recently to support outreach events. She said each regional office has one bilingual outreach librarian assigned to the area offices to coordinate outreach activities with the libraries in the region and will also assess the Spanish language collections. She introduced Patricia Alvarado, who is one of the bilingual outreach librarians. Ms. Alvarado was one of three bilingual librarians that attended the REFORMA Conference held in San Diego and came back with a lot of great ideas.

Senior Branch Librarian

Eugene Estrada, Senior Librarian, welcomed the Board to the El Sereno Branch Library that has been serving the community since 1915 and from this new branch facility since 2004. He reported that the branch serves nine elementary schools and six middle and high schools. The Homework Center and the 24 public computers, as well as the 4 laptops from the Cyber cart funded by the Library Foundation are all well used. He introduced the following staff: Children's Librarian Shuhong Ni, Young Adult Librarian Kari Afschar, Adult Librarian Vinh Luc, Clerk Typists Felipe Arida, Rocio Hernandez and Nancy Hunter, Messenger Clerks Saul Barragan, Grace Inouye and Kelsey Sih, Cybernaut Jose Perez Lara and Student Zone Helper Evelyn Diaz.

Mr. Estrada provided an overview of the El Sereno Branch including library usage, regular programs, initiatives and special grant-funded programs such as the Created Equal programs that included showing civil rights movies and hosting speakers. The branch has held five workshops to help people pass the driver's license test. He also spoke about the groups that regularly meet there such as the Spanish speaking support group for mental health that consistently gets about 30-40 people attending weekly. He also mentioned that the longest running group meeting at the branch is the stitch and crotchet club. He reported that for National Poetry Month in April, the branch would be featuring Poet Laureate Luis J. Rodriguez.

Board President Salinas and Commissioner Walters thanked Area Manager Sylvia Galan-Garcia and Senior Librarian Eugene Estrada for the fantastic work they are doing, and commended them for their leadership in providing a welcoming environment for the patrons.

Mr. Szabo stated that Senior Librarian Gene Estrada did a great job of describing all types of programming offered at the 72 libraries. They provide incredible programs. This month, for example, there would be programs on autism awareness, gardening, how to hire a caregiver, Earth Day, Financial Fitness Month, and National Poetry Month. He thanked Sylvia Galan-Garcia because the libraries in the Northeast Area developed a close relationship and hosted programs with Luis J. Rodriguez prior to him being nominated Poet Laureate and now Mr. Rodriguez is doing programs throughout the City during National Poetry Month.

PUBLIC COMMENTS ON MATTERSWITHIN THE BOARD'S JURISDICTION: None.CITY LIBRARIAN'S COMMENTS
AND ANNOUNCEMENTSLibrary Receives STEAM Ahead Grant

Mr. Szabo announced that the Library has been awarded a federal grant for \$499,000 to support the Full STEAM Ahead Program. This grant is part of Laura Bush 21st Century Librarians' Grant from the Institute of Museum and Library Services. He thanked Congressman Xavier Becerra's office for calling the Library to inform him about the grant award. Mr. Szabo said this is a huge acknowledgment for the work the Library is doing and thanked Eva Mitnick, Principal Librarian, Children Services and Dawn Coppin, Senior Director, Foundation and Corporate Relations, Library Foundation of Los Angeles, for their work on the grant submittal.

City Initiative: Google Now

Mr. Szabo stated that the Library is working closely with the Mayor's Office on the initiative Google Now, an innovative new service from Google. He said the Los Angeles has been selected as the first city to be part of the pilot program that allows the city to promote programs and city services information using GPS signal to display information on Android smart phones. The Mayor's Innovation Technology Officer Peter Marx reached out to the Library and a couple of other departments that have significant content to share and the Social Media Librarian has been inputting the content into the system. He said people would receive two to three alerts a week so it doesn't become a nuisance.

Mayor Announces Sustainability Plan

On April 8, 2015, Mayor Eric Garcetti released L.A.'s first-ever Sustainability Plan, led by Matt Peterson, Chief Sustainability Officer. The Library was involved in contributing content to the plan. The Mayor called out a couple of departments to paint a picture on how sustainability touches city government and the Library was one. The Sustainability Plan addresses the environment, economy, and equity in general and more specific issues such as drought, water conservation, housing and health disparities. He said there are a number to things that our libraries are already doing to address these areas.

CITY LIBRARIAN'S REPORTS:CONSENT CALENDARRecommended Acceptance of Gift

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

LIBRARY RESOLUTION NO. 2015-17 (C-13)

RESOLVED, that the gift of \$3,000 received to the Studio City Branch Library from the Friends of the Studio City Branch Library for the “Hot Off The Press” Bestseller Program be accepted; and

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

Exhibits B, C, and D were called Special:

BOARD DISCUSSIONRecommended Approval to Award Contracts
For Acquisition of Library Materials and Services

City Librarian John F. Szabo recommended approval to award contracts to three vendors to provide library materials and services to the Los Angeles Public Library. He stated that the RFP was structured in a broad and flexible way to allow issuing multiple awards in multiple formats and categories (adult, young adult and children’s books, DVD’s, etc.).

Mr. Szabo reported that six companies had responded to the RFP, but only three firms had complied with the Business Inclusion Program (BIP) Outreach Process and were considered responsive. Those three responsive companies are Brodart Co., Children’s Plus, Inc. and Perma-Bound Books. However, no responsive proposals were received for non-book materials and these three contracts will not meet all of the Library’s needs; therefore, staff has consulted with the City Attorney’s office and it will submitting a second RFP to the Board for approval.

In reply to Commissioner Bettinelli’s question regarding the competitiveness of the bids and how that affects the Library, Mr. Szabo said that the six proposals were received and three of them met the requirements and are very competitive.

Board President Salinas asked why more California firms did not bid, noting that those who bid were from out of state. Mr. Szabo stated that some of the requirements for the procurement, formats and capacity all contribute to which companies respond.

Thereafter, it was MOVED by Commissioner Bettinelli and seconded by Vice President Cao, and unanimously carried that the following resolutions be adopted:

LIBRARY RESOLUTION NO. 2015-18 (C-14)

WHEREAS, On January 22, 2015, the Board of Library Commissioners approved the issuance of a Request for Proposals (RFP) for the acquisition of library materials and services; and

Library Resolution
No. 2015-18 (C-14) Cont.

WHEREAS, Six proposals were received by the deadline of March 11, 2015. Three of the firms did not comply with the Business Inclusion Program (BIP) Outreach Process and were considered non-responsive. The remaining three firms, Brodart Co., Children's Plus, Inc. and Perma-Bound Books, were evaluated on their proposed fees, overall service, processing and relevant experience and qualifications:

RESOLVED, That the Board of Library Commissioners award Brodart Co., Children's Plus, Inc. and Perma-Bound Books contracts to provide library materials and services to the Los Angeles Public Library for a one-year term and two one-year renewal options; and

FURTHER RESOLVED, That the vendors can provide the materials and supplies set forth in the agreement as proposed in their RFP responses submitted on March 11, 2015; and

FURTHER RESOLVED, That the City Librarian and City Attorney be authorized to make technical changes to the agreements prior to execution; and

FURTHER RESOLVED, That the President of the Board of Library Commissioners be authorized to execute the agreements upon receipt of the required approvals.

VARIOUS COMMUNICATIONS: None.

COMMISSIONERS' COMMENTS &
REVIEW OF MATTERS PENDING:

Budget Update

Commissioner Bettinelli inquired about the status of the Budget for Fiscal Year 2015-16. City Librarian John F. Szabo stated that the Mayor will release his Proposed Budget on April 20. After that, there will be City Council Budget Hearings. He noted that no surprises are anticipated.

Library Foundation Presentation

Board President Salinas stated that the Board is still waiting to hear from the Library Foundation about their goals, plans, and activities for this year.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:45 a.m.

ATTEST: _____

Josefa Salinas
President

Kris Morita
Assistant General Manager

Approved: May 14, 2015