MINUTES
BOARD OF LIBRARY COMMISSIONERS
CITY OF LOS ANGELES

June 9, 2016

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 11:01 a.m. on the above-written date.

PRESENT:  PRESIDENT BICH NGOC CAO
COMMISSIONER JOSEFA SALINAS
COMMISSIONER RITA WALTERS

EXCUSED
ABSENT:  VICE-PRESIDENT GREGORY BETTINELLI
COMMISSIONER MAI LASSITER

ALSO PRESENT:  John F. Szabo, City Librarian; Kris Morita, Assistant General Manager; Basia Jankowski, Assistant City Attorney; Elaine Owens-Sanchez, Analyst, CAO’s Office; and staff.

MINUTES FOR APPROVAL: Regular Meeting – 5/26/16

MOVED by Commissioner Salinas, seconded by Commissioner Walters, and unanimously carried that the Minutes of the Regular Meeting held May 26, 2016 be approved as submitted.

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

CITY LIBRARIAN’S COMMENTS AND ANNOUNCEMENTS

City Librarian John F. Szabo reported the following:

The Power of Voices:  Mr. Szabo thanked Commissioner Salinas for promoting the Library through her online radio station, the Power of Voices. The first episode will feature the Exposition Park-Dr. Mary McLeod Bethune Regional Branch Library. He said he looks forward to other branches being promoted as well. Commissioner Salinas stated that every week she will feature a new branch in an hour-long episode that will air on Tuesdays and Thursdays at 2 p.m. and repeat on Saturday and Sunday at 11 a.m. to inform the audience on what is happening at the Library. She said that this is part of her pledge to get everyone know how fabulous libraries are.
My Health L.A. Photo Exhibit on Trans-Masculine Individuals: This exhibit, prominently displayed on the First Floor Galleries of the Central Library, is being presented in partnership with the Mayor’s Office and the AIDS Coordinator’s office from the Department on Disability, as part of a broader social marketing campaign for awareness of health issues among trans-masculine individuals.

L.A. Pride Parade: This Sunday, several Library employees and their families will participate in the L.A. Pride Parade, and for the first time, a Book Cart Drill Team will also be in the parade as well as the newly wrapped delivery trucks. Mr. Szabo thanked the staff for participating and preparing a great entry in the parade.

LGBT Heritage Month: Several libraries will be hosting programs on LGBT topics during the month of June. For example, the Echo Park Branch will present, “LGBT Latinos in History,” the Malabar Branch will host an anti-bullying student workshop series, and the Harbor City-Harbor Gateway Branch is hosting an LGBT exhibit.

Summer Reading Program: This year, the Library has partnered again with Vision to Learn and UCLA Mobile Eye Clinic to provide free eye exams and free glasses to children and family members. The UCLA Mobile Eye Clinic will visit 22 branch libraries and Vision to Learn will visit the 14 branch libraries participating in the Summer Lunch Program. Last year, the UCLA Mobile Eye Clinic provided services to 450 children and adults and Vision to Learn to almost 100 children.

Deloitte Impact Day: On June 10, the Library will be hosting 60 Deloitte employees who will volunteer at the Central Library for their Deloitte Impact Day. The volunteers will present programs on project management, team management, resume writing, and public speaking, and will also be helping out with projects in map collection, special collections, and digitization.

Made in L.A. Series: 122 people attended a very successful program performed by the Multimedia Opera about the 110 Freeway, which is based on true stories collected from the communities that line the 110 Freeway, historical documents, and original writings. The music was influenced from freeway sounds.

“Write to Vote”: a few days ago, the non-profit Melrose Poetry Bureau came to the Central Library where it set up typewriters for its “Poets at the Polls” program that encourages participation in the voting process. They typed impromptu poems with election and voting themes for over 150 patrons.

Artist Designed Library Card: Over 20,000 Library cards have been issued since this new library card designed by artists Shepard Fairey and Cleon Peterson was launched on April 19.
CITY LIBRARIAN’S REPORTS:

City Librarian John F. Szabo recommended approval of the Consent Calendar.

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

Approved Acceptance of Gifts

**LIBRARY RESOLUTION NO. 2016-27 (C-22)**

RESOLVED, that the following donations to the “Hot Off The Press” Bestseller Program be accepted from the following Friends of the Library:

- $3,000 From the Friends of Encino-Tarzana Library
- $3,000 From the Friends of the Palms-Rancho Park Library

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

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**LIBRARY RESOLUTION NO. 2016-28 (C-23)**

RESOLVED, That the gift of $1,471 received from the Foothill Trails District Neighborhood Council to purchase supplies and replacement plants for the learning garden at the Lake View Terrace Branch Library be accepted; and

FURTHER RESOLVED, that the funds be deposited in Trust Fund 831, Account 281 – Lake View Terrace Branch Library

FURTHER RESOLVED, That a letter of thanks be sent to the Foothill Trails District Neighborhood Council expressing the grateful appreciation of the Board and staff for the generous gift.

Approved General Managers’ Expense Account for Fiscal Year 2016-17

**LIBRARY RESOLUTION NO. 2016-29 (C-24)**

RESOLVED, That the Board of Library Commissioners hereby authorizes the City Librarian or designee to receive an advance or be reimbursed for miscellaneous business-related expenditures such as business meals, taxi fares, parking fees, etc., in an amount not to exceed $3,500 for the period of July 1, 2016 through June 30, 2017; and
Library Resolution
No. 2016-29 (C-24)

FURTHER RESOLVED, That said amount be encumbered in the Office and Administrative Expense Account No. 6010, Library Fund No. 300

Adopted Library Department Personnel Resolution for Fiscal Year 2016-17

LIBRARY RESOLUTION NO. 2016-30 (C-25)


Whereas, this Board has considered the various classifications of employees and the number of positions in each classification approved by the City Council as part of the Library Department’s Budget for the Fiscal Year 2016-2017; and

Whereas, in accordance with the City Charter, Section 511(a), it is the desire of the Board to adopt a resolution authorizing personnel for Fiscal Year 2016-2017 to include both positions approved by the City Council and those authorized by the Board of Library Commissioners.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Effective July 1, 2016, the following classes of positions are hereby authorized in the Library Department, and the number of positions, and code numbers and titles as set forth in the attached Schedule “A” are hereby fixed for such classes of positions and shall be known as the 2016-2017 Library Personnel Resolution.

2. Memoranda of Understanding approved by the Board of Library Commissioners, and the City Council where appropriate shall be considered to be incorporated into this resolution. The provisions of each of the Memoranda of Understanding shall take precedence over any conflicting provisions contained in this resolution, but only for those employees in classes and/or positions within the employee representation unit to which the various Memoranda of Understanding apply.

3. It is the intent of the Board that all City Council actions relating to salaries and benefits and affecting classes in the Library Department will become effective on the same basis and date as those approved by the City Council for council-controlled employees.

(Permanent Records will include the complete Personnel Resolution)
VARIOUS COMMUNICATIONS: None.

COMMISSIONERS’ COMMENTS & REVIEW OF MATTERS PENDING: None.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:20 a.m.

ATTEST: _________________

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Bich Ngoc Cao                      Raquel M. Borden
President                           Board Executive Assistant

Approved: July 28, 2016