M I N U T E S

BOARD OF LIBRARY COMMISSIONERS
CITY OF LOS ANGELES

July 28, 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 11:03 a.m. on the above-written date.

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

EXCUSED

ABSENT:  NONE

ALSO PRESENT:  John F. Szabo, City Librarian; Kris Morita, Assistant General Manager; Arletta Maria Brimsey, Deputy City Attorney, General Counsel; and staff.

MINUTES FOR APPROVAL: Regular Meeting – 6/9/16

MOVED by Commissioner Walters, seconded by Commissioner Lassiter, and unanimously carried that the Minutes of the Regular Meeting held June 9, 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:

1.  President’s Volunteer Service Award: The Los Angeles Public Library is now an official certified organization for the President’s Volunteer Service Award, which includes Presidential pins and certificates of achievement. This is an initiative by the Corporation for National and Community Service and administered by the Points of Light Foundation. Mr. Szabo said that this is another wonderful way to recognize Library volunteers.
2. **METRO Bike Share Stations:** METRO has installed two bike share stations adjacent to the Central Library; one station with 22 bikes is located on Library property on the 5th Street sidewalk and another one in close proximity to library property by the Hope Street entrance. The Library, working with METRO, has done a lot of promotion including a Snapchat video promoting the fact that the bikes can be used to get to the Library.

3. **Summer Lunch Program:** There has been a 30% increase in participation compared to last year, which could be attributed to the additional library locations that are offering the Summer Lunch Program. In the first six weeks of the program, 13,037 meals have been served. He thanked the L.A. Regional Food Bank for providing the food.

4. **UCLA Mobile Eye Clinic and Vision to Learn:** UCLA Mobile Eye Clinic is visiting 22 branch libraries and Vision to Learn is visiting the 14 branch libraries participating in the Summer Lunch Program to provide free eye exams and free glasses to children and family members.

5. **Outreach and Promotion at Citizenship Ceremony:** The Library has done outreach and promotion of its services and programs at a citizenship ceremony held last week at the Convention Center that was attended by over 10,000 people. The United States Citizenship and Immigration Service (USCIS) were pleased that the Library was there.

6. **New Americans Initiative:** In partnership with Interfaith Refugee and Immigration Service (IRIS), the Library will offer a Citizenship Clinic at the Atwater branch on August 10th. Two citizenship ceremonies will be held at the Mid-Valley Branch on September 15th and one at the Central Library on September 16th. The Board members were invited to attend the ceremonies.

7. **Health4All Kids Campaign:** In partnership with the Mayor’s Office on Immigrant Affairs, the Library is distributing Health4All Kids campaign materials to inform people of the new state law that allows children under nineteen years old to be eligible for Medi-Cal regardless of their immigration status.

8. **Library Cards:** 211,000 Library cards have been issued since June 30 of last year. Of those, 50,829 were the Shepard Fairey designed library cards.

9. **Update on Student Success Library Cards:** Mr. Szabo stated that the Superintendent and staff of LAUSD have been excellent to work with on the agreement with the Library to issue Student Success Library Cards to all LAUSD students. He thanked City Attorney Arletta Maria Brimsey and Emerging Technologies Director Susan Broman for their work on the agreement.

10. **Sign Language Interpreting Service:** The Library is partnering with the Department on Disability to launch a Sign Language Virtual Interpreting Service. Computers will be placed on public service desks for the interpreting services to communicate with deaf and hearing impaired patrons. The Library will be the first city department to provide this service for the public.
11. **Multilingual Collections Promoted in Spanish:** A Twitter feed in Spanish, LAPL in Español was created by Senior Librarian Madeline Peña. This feed will promote Spanish language materials, digital resources, programs in Spanish, as well as, connecting authors, publishers, and Spanish media, etc. Mr. Szabo thanked Madeline Peña for leading this effort.

12. **Basic Computer Classes:** The Library will offer basic computer classes in the following languages: Spanish, Russian, Chinese, Korean, and Armenian.

13. **Homelessness Initiative:** The SOURCE, a partnership with Los Angeles Housing Services Authority and various County agencies, non-profits, and other organizations gather once a month at the Central Library to provide services to the homeless. To date, 446 homeless individuals have used the services provided by the Source, 95 have been enrolled in the Coordinated Entry System, and 64 have been issued ID cards by the Department of Motor Vehicles (DMV). Staff from Congressman Xavier Becerra’s Office assisted with issues on federal housing. Mr. Szabo said that this service is really important because it becomes a one-stop shop instead of sending individuals to several different agencies.

14. **Youth Services Librarians:** A lot of amazing programs are being presented for the summer, from Wildlife Wendy’s Tropical Bird show at Atwater Village Branch, a reptile program at El Sereno Branch, Noteworthy Puppeteer Company presenting a Sherlock Holmes musical puppet show at Sunland-Tujunga Branch, a competition on who can make ice cream the fastest at the Sun Valley Branch where 49 teens participated; “Inca”, a musical group from Peru was hosted at the North Hollywood Branch; a Summer Reading Family Fiesta at the R. L. Stevenson Branch with a total of 250 people in attendance; and BARK where children read to dogs to build children’s confidence in reading offered at the Chatsworth Branch and other locations. Mr. Szabo thanked the youth and children’s librarians for doing a wonderful job.

**CITY LIBRARIAN’S REPORTS:**

City Librarian John F. Szabo reviewed the Consent Calendar and recommended its approval.

Commissioner Walters stated that it was wonderful that the Library has veterans resource centers because there are many veterans that need that kind of assistance. She asked if any of those centers were in East Los Angeles and South Central. Mr. Szabo replied that there are eight (8) additional resource centers funded through a partner, Los Angeles Homeless Services Authority, and the two libraries receiving the grant are supported with state funding. There is a total of 10 Veterans Resource Centers at libraries throughout the city.

Commissioner Salinas asked if all centers provide the same services. Mr. Szabo stated that the purpose is to connect recently returning veterans with various essential services available to them. The staff at those centers are Americorps members who are former veterans.
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. 2016-31 (C-26)

RESOLVED, That the gift of $5,006.50 received from the Friends of the Westwood Library for the purchase of Persian language library materials for the Westwood Branch Library be accepted; and

FURTHER RESOLVED, That a letter of thanks be sent to the Friends of the Westwood Library expressing the grateful appreciation of the Board and staff for the generous gift.

***

LIBRARY RESOLUTION NO. 2016-32 (C-27)

RESOLVED, That the gift of $1,500 received from the Empowerment Congress Central Area Neighborhood Council to purchase supplies and replacement plants for the learning garden at the John Muir Branch Library be accepted; and

FURTHER RESOLVED, that the funds be deposited in Trust Fund 831, Account 329 – John Muir Branch Library

FURTHER RESOLVED, That a letter of thanks be sent to the Empowerment Congress Central Area Neighborhood Council expressing the grateful appreciation of the Board and staff for the generous gift.

***

Approved Acceptance of Grant from Pacific Library Partnership for the Veterans Resource Centers at Van Nuys Branch and Mid-Valley Regional Branch

LIBRARY RESOLUTION NO. 2016-33 (C-28)

RESOLVED, That the Board of Library Commissioners approve the acceptance of funds in the amount of $12,089.28 from Pacific Library Partnership for the Veterans Resource Center at the Mid-Valley Regional Branch Library and Van Nuys Branch Library; and

FURTHER RESOLVED, That the funds be deposited into Library Trust Fund 831, Account 310.
Approved Acceptance of Funds from SCLC for the California Public Library Broadband Project

LIBRARY RESOLUTION NO. 2016-34 (C-29)

RESOLVED, That the Board of Library Commissioners approve the acceptance of a check in the amount of $30,000 from Southern California Library Cooperative (SCLC) for the California Public Library Broadband Project; and

FURTHER RESOLVED, That the funds be deposited into Library Trust Fund 419, Account 331.

***

Approved selection of Legacy Media Lab to be awarded contract for Audiovisual Consultant Services

LIBRARY RESOLUTION NO. 2016-35 (C-30)

RESOLVED, That the Board of Library Commissioners award a contract to Legacy Media Lab to provide the technical and professional services as a consultant to manage, direct, plan and coordinate the audiovisual, lighting and other technical services required by the Los Angeles Public Library; and

FURTHER RESOLVED, That the Board of Library Commissioners determines, in accordance with Charter Section 1022, that it is more economical that these services be performed by an independent contractor than by City Employees; and

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

FURTHER RESOLVED, That the President of the Board of Library Commissioners is authorized to execute the contract.

***

Approved Request for Proposals (RFP) For Exhibitions Coordinator

LIBRARY RESOLUTION NO. 2016-36 (C-31)

RESOLVED, That the Request for Proposals (RFP) for Exhibition Coordinator Services be approved, advertised and distributed to potential proposers; and
Library Resolution
No. 2016-36 (C-31)

FURTHER RESOLVED, That the Board of Library Commissioners determine, in accordance with Charter Section 1022, that it is more economical that the services be performed by an independent contractor than by City Employees.

PRESENTATION: 90th Anniversary of Central Library

Christina Rice, Senior Librarian, Photo Collection, made a Power Point photo presentation highlighting the history of the Central Library for the last 90 years. She said that previous to the Central Library, this location had been the site of the California State Normal School from 1882 to 1914.

Ms. Rice stated that City Librarian Everett Perry and members of the Board held the official dedication on the Central Library on May 3, 1925, at which time they placed inside the wall of the building a time capsule consisting of a small copper box containing historical relics of the library’s progress and growth throughout the years and data taken from the corner stone of the Normal School.

Ms. Rice noted that Architect Bertram Goodhue originally envisioned Hope Street as the main entrance with both the upper and lower doors open to the public, but when the city acquired the land leading from the building all the way to Flower Street, Goodhue was instructed to make Flower Street the main entrance, though the same design was maintained. An open competition was launched in 1927 for the installation of murals in the Rotunda. Dean Cornwell was the only applicant to propose that the murals extend all the way up to the ceiling and was selected for the project. She said that at one time there was a Readers Advisory Desk, a California Room, Teacher’s Room, and a Civics & Exhibits Room. The Los Angeles Library School classrooms were on the third floor as well as a cafeteria and dining Room, which served two meals a day.

Ms. Rice also pointed out historical buildings such as the Richfield Building and Church of the Open Door that were in proximity to the Central Library and appear on many of the photos taken of the Library. She also mentioned the transformation of Bunker Hill, which created a major employee parking shortage that resulted in the gardens being replaced with a library employee parking lot in 1969. She concluded her presentation by showing photos of the Central Library fire that occurred on April 29, 1986, the reconstruction of the West Lawn in 1993, and the Central Library as it is today.

VARIOUS COMMUNICATIONS: None.
COMMISSIONERS’ COMMENTS & REVIEW OF MATTERS PENDING:

Commissioner Salinas spoke about her visits to various branch libraries with the purpose of promoting them through her online radio station, the Power of Voices. She said Library staff have been incredible and she is amazed by the unique characteristics of each branch and wonderful programs they offer. For example, at one of the libraries you can ride a horse to get to the Library. She said that when she is done visiting all library locations, she will put a documentary together that includes all the unique things at each branch library.

Mr. Szabo thanked Commissioner Salinas for capturing the unique history and work of each library.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:38 a.m.

ATTEST: ____________________________

____________________________  ______________________________
Bich Ngoc Cao               Raquel M. Borden
President                   Board Executive Assistant

Approved: August 11, 2016