

MINUTES

BOARD OF LIBRARY COMMISSIONERS CITY OF LOS ANGELES

September 29, 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 11:08 a.m. on the above-written date.

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

EXCUSED

ABSENT: NONE

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

BOARD ACTION:

Board President Cao asked for a motion to change the order of business to consider Exhibit 5-A Special and to withdraw Exhibit 5-G from the Agenda. The motion was moved by Commissioner Lassiter, seconded by Commissioner Salinas, and unanimously carried.

Approved appointment of Acting Commission Assistants to cover during any absence of the Commission Executive Assistant _____ *(Taken out of order)*

Public Comment

Gregory West, Executive Director, Engineers and Architects Association (EAA), stated that EAA appreciates the efforts that the Library is making in order to solve a short term problem, but he would encourage the department and this commission to start focusing on hiring more staff for the Commission Office.

Arletta Maria Brimsey, Deputy City Attorney, recommended that the Board report, the resolution and all references to the beginning time period be corrected to from September 15 to September 29, 2016.

Thereafter, it was MOVED as amended by Commissioner Walters, seconded Commissioner Lassiter, and unanimously carried that the following resolution be adopted as amended:

LIBRARY RESOLUTION NO. 2016-45 (C-40)

WHEREAS, the Commission Executive Assistant may be absent due to illness, vacation, jury duty or other reasons:

RESOLVED, the Board of Library Commissioners (Board) authorizes library employee Valerie Rosales to serve as Acting Executive Commission Assistant for the period of September 29, 2016 through June 30, 2017, during any absence of the Commission Executive Assistant;

FURTHER RESOLVED, the Board also authorizes former library Commission Executive Assistant Gladys Senac to serve as Acting Executive Commission Assistant for the period of September 29, 2016 through June 30, 2017, during any absence of the Commission Executive Assistant and when Valerie Rosales is not available.

MINUTES FOR APPROVAL: Regular Meetings – 8/11/16

MOVED by Commissioner Walters, seconded by Commissioner Lassiter, and unanimously carried that the Minutes of the Regular Meeting held on August 11, 2016 be approved as submitted.

MINUTES FOR APPROVAL: Regular Meetings – 8/25/16

MOVED by Commissioner Salinas, seconded by Commissioner Lassiter, and unanimously carried that the Minutes of the Regular Meeting held on August 25, 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:

- Constitution Week/Citizenship Day: In September, the month when Constitution Week and Citizenship Day are celebrated, the Library hosted three Citizenship ceremonies for 153 children between 9 months to 15 years old, representing 23 countries. The events took place at Central Library, which Mayor Garcetti attended, and at Mid-Valley Regional Branch Library. Mr. Szabo said the events provided an opportunity for the Library to promote services and sign-up people for library cards.

- Citizenship Classes: Starting in late September through December, the Library, in partnership with International Rescue Committee, Catholic Charities, Asian Americans Advancing Justice, and CARECEN will be offering Citizenship classes at the following 15 library locations: Benjamin Franklin, Central Library, Chinatown, Eagle Rock, Edendale, El Sereno, Felipe de Neve, Harbor City-Harbor Gateway, Junipero Serra, Mid-Valley Regional, Panorama City, Pico Union, Pio Pico-Koreatown, Watts, and Wilshire.
- National Library Card Sign Up Month: The Library has done promotions including a social media campaign with #best card in LA inviting people to share photos holding their cards. From April to date, the Library has issued 81,000 of the 100,000 Library cards designed by Shepard Fairey.
- Latino Heritage Month: In celebration of Latino Heritage Month, from Sept. 15 - Oct. 15, the Library is presenting a variety of programs and exhibits: Venice Branch hosted a free live music concert with INCA, the Peruvian Ensemble; Sherman Oaks Branch hosted Author Boze Hadleigh, who has written “Hispanic Hollywood” and about Chicano Culture. The Sunland-Tujunga Branch hosted, “*Chicano Homeland—Readings by Author Louis Negrete*” as well as many other programs throughout the library system.
- REFORMA: LAPL staff have been very active members in REFORMA, a national organization for librarians committed to library services for Spanish-speaking populations. Mr. Szabo said he was very proud of the Los Angeles Chapter current President Celia Avila, Senior Librarian at the West Los Angeles Branch Library, and the organization’s Webmaster Edwin Rodarte, Adult Services Librarian, Engagement and Learning Division.
- Banned Books Week: This is an opportunity for libraries and everyone to celebrate intellectual freedom and remind people that there are efforts to continue to ban books from school and public libraries, and how important it is to keep books of all types on shelves. Central Library staff displayed banned books; Edendale Branch had a Banned Books Bingo for teens. This year’s theme “Stand Up for your Right to Read” has been promoted on the website and with book marks and stickers.
- L.A. Sparks Partnership: On September 13 & 16, people who showed their library card from any library, not just LAPL, were admitted to the Sparks game for free. The LAPL participated with other libraries in promoting it. Over 11,000 people were at the game, 2,000 above their season game average. LAPL librarians were there signing up people for library cards. It was a great event and an opportunity to promote Library services.
- Health Matters Initiative: L.A. County Department of Public Health began flu shot clinics in September at various LAPL libraries; L.A. County Department of Social Services staff are signing up people for Medi-Cal and/or Cal-Fresh (food stamps); Covered California enrollment assistance is being provided by seven community partners at 13 library locations. The Library hosted a Health Convening meeting for librarians from other library systems that came to learn about the work LAPL is doing in this arena, including partnerships for services and programs.

- Veterans Initiative - VetNow!: The Library has now launched a database that offers one-on-one live support for career and education counseling for veterans. Veterans and their family members can access it through our special veterans' portal on the library's website.
- Eli and Edythe Broad Foundation Endowment: The library is very pleased that the Eli and Edythe Broad Foundation gave a gift of one million dollars to the Library Foundation of Los Angeles to provide up-to-date technology at all LAPL Homework Help Centers.
- Library Foundation Literacy Awards Celebration: The Library Foundation held its annual Literacy Awards Celebration recently. Mr. Szabo thanked President Bich Ngoc Cao for being there and Commissioner Lassiter for supporting it. He said the event raised a million dollars that will support all sorts of wonderful programs throughout the Los Angeles Public Library.
- YMCA Stair Climb: On Friday, September 30th, 25 LAPL staff members will be participating in the YMCA's Stair Climb at the US Bank building. They will be climbing all 73 floors.

CITY LIBRARIAN'S REPORTS:

City Librarian John F. Szabo reviewed the Consent Calendar and recommended its approval, with the exception of Exhibit G, which was withdrawn.

Board President Cao asked for a motion to approve the Consent Calendar. Commissioner Lassiter stated that she would not move to approve the Consent Calendar because they have requested information on various items.

City Attorney Arletta Maria Brimsey advised that the Board vote on the items separately.

Approved Acceptance of Gift

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

LIBRARY RESOLUTION NO. 2016-46 (C-41)

RESOLVED, That the Board of Library Commissioners accept the gift in the amount of \$3,000 from the Friends of the Sunland-Tujunga Branch Library for the benefit of the Sunland-Tujunga Branch Library; and

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

Approved Acceptance of Gift from the
Mary and Kathleen Harriman Foundation

City Librarian John F. Szabo clarified that the funds received from the Mary and Kathleen Harriman Foundation to LAPL was a gift, not a grant as stated on the agenda. He recommended its acceptance.

It was MOVED by Commissioner Josefa Salinas, seconded Commissioner Lassiter, and unanimously carried that the following resolution be adopted, as amended:

LIBRARY RESOLUTION NO. 2016-47 (C-42)

RESOLVED, That the Board of Library Commissioners approve the acceptance of funds in the amount of \$10,000 from the Mary and Kathleen Harriman Foundation to the Los Angeles Public Library; and

FURTHER RESOLVED, That the funds be used Library programs and resources that support youth education; and

FURTHER RESOLVED, That the funds be deposited into Library Trust Fund 831, Account No. 285 - Youth Education.

Agreement to install an e-Media Kiosk
at the Los Angeles Internal Airport (LAX)

City Librarian John F. Szabo recommended approval of an agreement with the Los Angeles Department of Airports for installation of an e-media Kiosk at the Los Angeles International Airport. He stated that the Library is seeking ways to promote and have its e-content be more visible to residents and visitors.

Public Comments

Roy Stone, President, Librarians' Guild, expressed concern about the cost of maintaining the e-Media Kiosk at LAX, which could possibly be considerable. He said the kiosk sounds really good because it gets the Library's name out there; however, LAX is not totally free Wi-Fi. He said the Guild would like the Board to require every report to include funding details.

Board Discussion

Commissioners Lassiter and Salinas had several questions in regard to the ability of travelers from other cities being able to borrow e-media and whether it would require them to sign up for an LAPL library card.

Susan Broman, Director, Emerging Technologies and Collections, replied that travelers would be able to sign up for an online library card at the kiosk to borrow e-books. She said it will also benefit the people in Los Angeles who got to the airport without remembering to download an e-book.

Commissioner Salinas asked how access to Wi-Fi would be addressed at the airport because they say it's free but if users want to go online then they have to pay. She asked if the airport would be making that money.

Ms. Broman answered that the Library had not discussed that issue with the airport, but it would depend on how people get their data and how they get the content onto their device. She said the kiosk would be hardwired, not using the airport Wi-Fi.

Board President Cao noted that the data that e-books use is very minimal. It doesn't take that much bandwidth.

Commissioner Lassiter commented that a person from another city can use the Library's resources as a nice welcoming. Ms. Broman reported that certain e-book providers for Overdrive have agreed to allow their materials to be checked out by non-Los Angeles cardholders.

Commissioner Lassiter asked if whether anyone had thought about the design of the space or if there was something that appears on the screen that shows that the service is provided by LAPL. She said she wants to make sure that there is continuity in the marketing of the Library and how it is presented to the outside world.

Ms. Broman said that the kiosk resembles a giant iPhone with the LAPL logo on top of the screen. The information is very clear to travelers that the service is being provided by the Los Angeles Public Library.

Commissioner Salinas asked if there would be any way to monitor the usage of the Kiosk. Ms. Broman replied that the Library will be looking at the data and if the kiosk is not being used enough where it is located, then it can be moved to another location.

Commission Salinas asked if the information will be in multiple languages. Ms. Broman replied that there is an interface in English and Spanish, but the e-books will be available in many languages.

BOARD ACTION:

Commissioner Walters requested that this item be moved to the next meeting. Commissioner Salinas asked that all questions be submitted to the City Librarian so that responses can be provided at the next meeting. The Board voted 3/1 approving to CONTINUE this item:

AYES: Salinas, Lassiter, Walters

NOES: Cao

Agreement to install an e-Media Kiosk
at the Los Angeles Convention Center

Public Comment

Roy Stone, President, Librarians' Guild, stated that the Guild information was needed about the cost of maintaining the e-Media Kiosk.

BOARD ACTION:

Commissioner Walters requested that this item be moved to the next meeting. The Board voted 3/1 approving to CONTINUE this item:

AYES: Salinas, Lassiter, Walters

NOES: Cao

Grant Agreement with the S. Mark Taper Foundation
and the Library Foundation of Los Angeles to create
a Digital Commons in the Central Library

City Librarian John F. Szabo stated that the Library in conjunction with the Library Foundation (LFLA) submitted a successful grant proposal to S. Mark Taper Foundation (SMTF) to fund a new Digital Commons area in the Central Library. The Digital Commons would be located on Lower Level 3, adjacent to the existing Computer Center. The grant agreement provides \$500,000 toward the construction of the Digital Commons. The SMTF has already given \$450,000 to LFLA; the remaining \$50,000 will be provided when the contract requirements are met. The opening of the Digital Commons to the public would be on National Library Week in April 2017.

Public Comment

Roy Stone, President, Librarians' Guild, raised questions regarding the space that would be used for the Digital Commons, such as the square footage and whether it would take space being occupied by staff. He said the project would incur a continuous cost in terms of equipment and staff. He noted that one Cybernaut would not be sufficient to monitor that space and it would also require additional security, since it will be near the computer center that is known to have many difficult situations with problem patrons.

Mr. Stone also pointed out that the naming of that space for the Digital Commons would be committed for 50 years. He asked that the Board get more information before moving forward.

Board Discussion

Commissioner Lassiter suggested changing the name of the space to something that would sound more interesting, especially for promoting it outside the Library to attract new Library users.

Commissioner Walters asked the City Librarian if the information that Mr. Stone is requesting would delay the implementation of the project. Mr. Szabo stated that staff could calculate and provide that information. He noted that the space for the Digital Commons was currently not being used and the operational expense would not be significant but it would benefit the public. He said staff is eager to get the green light for the work on this project.

Commissioner Lassiter asked if the S. Mark Taper Foundation had requested the Digital Commons be located at the Central Library. Mr. Szabo replied that it was the desire of staff to have this project at the Central Library and selected that specific space. He stated that approval of the grant was essential to make the project happen.

BOARD ACTION:

Commissioner Lassiter asked that the cost of annual operation of the Digital Commons following completion of the project be provided at the next meeting. The Board approved unanimously to CONTINUE this item:

AYES: Cao, Salinas, Lassiter, Walters
NOES: None

Approved release of Request for Qualifications (RFQ)
For Public Relations and Marketing Consultant: WITHDRAWN

VARIOUS COMMUNICATIONS: None.

COMMISSIONERS' COMMENTS &
REVIEW OF MATTERS PENDING:

Elections of Officers

Board President requested that the Election of Officers be scheduled on the next agenda.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:03 p.m.

ATTEST: _____

Bich Ngoc Cao
President

Valerie Rosales
Acting Board Executive Assistant

To be approved: October 13, 2016