MINUTES
BOARD OF LIBRARY COMMISSIONERS
CITY OF LOS ANGELES

June 13, 2019

A Regular Meeting of the Board of Library Commissioners convened at 11:07 a.m. on the above-written date, held at the Central Library, 630 West 5th Street, Los Angeles, CA 90071.

1. ROLL CALL

Present: President Bích Ngọc Cao
Vice-President Kathryn Eidmann
Commissioner Dale Franzen

Absent: Commissioner Mai Lassiter
Commissioner Josefa Salinas

ALSO PRESENT: John F. Szabo, City Librarian; Susan Broman, Asst. City Librarian; Basia Jankowski, Deputy City Attorney; Andy Chen, Administrative Analyst, CAO’s Office; and staff.

2. APPROVAL OF MINUTES: Regular Meeting – May 9, 2019

It was MOVED by Commissioner Franzen, seconded by Vice President Eidmann, and unanimously carried that the Minutes of the Regular Meeting held May 9, 2019 be approved as submitted.

3. PUBLIC COMMENTS ON MATTERS WITHIN THE BOARD’S JURISDICTION

(1)
Diana Diaz from El Centro de Ayuda Boyle Heights spoke about the need for a new library in the Boyle Heights community. She said this library is too old and small to accommodate the large population in the area. She asked the Board to consider building a more spacious library at another location in Boyle Heights that can accommodate more services and programs patrons need and that it be closer to schools. She said she envisions a library with a lot of green space that would allow for cultural events.

(2)
Board President Cao stated that the Board had received a Public Comment via e-mail from Carlos Montes, member of the Boyle Heights Neighborhood Council, asking the Board to consider building a new library in the Hollenbeck Area of the Boyle Heights Community.
4. CITY LIBRARIAN’S COMMENTS AND ANNOUNCEMENTS (Taken out of Order)

City Librarian John F. Szabo reported the following:

The Octavia Lab is the new digital media makerspace launched yesterday at the Central Library. Mr. Szabo said he had been joined by Mayor Garcetti, Commissioner Franzen, representatives of Octavia E. Butler’s Estate, artist Gajin Fujita, library staff and members of the public for the ribbon cutting event. This new lab features 3D printers, an audio/video editing room, a laser cutter, a DIY Memory Lab, a computerized embroidery machine, sewing machines and a green screen.

Mr. Szabo said the lab is named after Octavia Butler, an award-winning science fiction writer and a pioneer for women and African Americans in science fiction. She incorporated African and African American history themes into her writing and was a life-long bibliophile. She had a special connection to the Los Angeles Public Library, where she researched and wrote extensively for her books and where she also volunteered as an adult literacy tutor. Octavia had expressed her love for this Library many times.

Mr. Szabo thanked Susan Broman, Assistant City Librarian, for leading this effort as well as Kren Malone, Director, Central Library Services; Ani Boyadjian, Manager, Research & Special Collections; Vi Ha, Librarian III, Science, Technology & Patents Department; Eloisa Sarao, Chief Management Analyst, Facilities; Peter Persic, Director, Public Relations and Marketing, and his team for their work on this project. An open house will be held on June 22, which is Octavia Butler’s birthday.

ALA’s "Libraries = Strong Communities" Tour: Loida Garcia-Febo, President of the American Library Association (ALA), came to the Los Angeles Public Library (LAPL), the last stop of her six-city tour to increase public awareness on the value of libraries. LAPL hosted Garcia-Febo and several library leaders from greater LA. This event was combined with the Library Volunteer Recognition by Los Angeles City Council. She joined him, library volunteers and Councilman David Ryu in presenting to City Council a symbolic check for $4.8 million dollars, representing the 164,000 hours in donated time by 7,482 volunteers. In addition to proclaiming “Volunteer Appreciation Day,” City Council also proclaimed May 15 as “Libraries=Strong Communities Day.”

Pride Month: Library staff members participated in the Pride Parade/Festival including two vehicles, LAPL book bike and a synchronized book cart drill team; and LAPL volunteers distributed items promoting LAPL. Also, LAPL staff joined RuPaul’s DragCon at the Los Angeles Convention Center. More than 20,000 people from all over the world attended the DragCon event where Library staff handed out informational materials and swag, had a children’s crafts area, and issued 115 new library cards. Staff reported a very warm response from attendees happy to see the Library participating.
**John Cotton Dana Library Public Relations Award** is being awarded by the American Library Association (ALA) to LAPL’s Public Relations and Marketing Team for the campaign on the New Americans Initiative. Mr. Szabo said this award honors outstanding strategic communication for libraries. ALA praised the campaign’s visual identity and coherent marketing approach that involved comprehensive advertising, the branding of facilities, equipment and collateral material to capture attention, elevate awareness about the initiative and reach target audiences. The award will be presented during the American Library Association’s 2019 Annual Conference in Washington, D.C. He and Communications Director Lauren Skinner will be accepting the award and a $10,000 award provided by the H.W. Wilson Foundation. Mr. Szabo congratulated the entire PR and Marketing Team and the staff that works on the New Americans Initiative.

**Short Story Dispenser:** Located at the 5th Street entrance of the Central Library, the dispenser prints short stories in a scroll receipt. Patrons can select 1-minute, 3-minute or children’s stories selected from a randomized cloud library of more than 100,000 short stories by more than 8,000 authors. Genres include romance, classics, feel good, science fiction, fantasy, poetry and suspense. Since its launching on April 5th, more than 5,000 stories have been printed. Mr. Szabo thanked the Library Foundation of Los Angeles for providing the funding.

5. **CITY LIBRARIAN’S REPORTS:**

   **Consent Items**

   City Librarian John F. Szabo reviewed the Consent Calendar and recommended that it be approved.

   It was MOVED by Vice President Eidmann, seconded by Commissioner Franzen and unanimously carried that the following resolutions be adopted:

   A. **Approved Acceptance of Gifts**

   **LIBRARY RESOLUTION NO. 2019-22 (C-19)**

   RESOLVED, that the gifts to the “Hot Off The Press” Bestseller Program from the following Friends Groups be accepted and deposited in Trust Fund 831, Account No. 257:

   - $3,000 From the Friends of the Encino-Tarzana Branch Library for the benefit of the Encino-Tarzana Branch Library
   - $3,000 From the Friends of the Kaufman Brentwood Branch for the benefit of the Donald Bruce Kaufman–Brentwood Branch Library
   - $3,000 From the Friends of the Friends of the Mid-Valley Regional Branch Library for the benefit of the Mid-Valley Regional Branch Library
Library Resolution No. 2019-22 (C-19)

$3,000 From the Friends of the Woodland Hills Library for the benefit of the Woodland Hills Branch Library

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

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LIBRARY RESOLUTION NO. 2019-23

RESOLVED, That a gift of furniture refinishing of the Information Desk, Circulation Desk, meeting room tables, reading room tables and all computer tables, valued at $23,150, received from the Friends of the Chinatown Library for the Chinatown Branch Library be accepted; and

FURTHER RESOLVED, That a gift of library materials for the Chinatown Branch Library’s Chinese Heritage Collection, valued at $4,336.82, received from the Friends of the Chinatown Library for addition to the Chinatown Branch Library Collection be accepted; and

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

BOARD DISCUSSION ITEMS

C. Adopted the Library Department Personnel Resolution for Fiscal Year 2019-20

It was MOVED by Vice President Eidmann, seconded by Commissioner Franzen and unanimously carried that the following resolution be adopted:

LIBRARY RESOLUTION NO. 2019-24 (C-20)

A RESOLUTION FIXING PERSONNEL IN THE LIBRARY DEPARTMENT OF THE CITY OF LOS ANGELES FOR THE FISCAL YEAR 2019-2020

WHEREAS, this Board has considered the various classification 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 2019-2020; 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 2019-2020 to include both positions approved by the City Council and those authorized by the Board of Library Commissioners.
Library Resolution
No. 2019-24 (C-20)

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Effective July 1, 2019, 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 2019-2020 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)

D. Adopted Library Department Budget for Fiscal Year 2019-20

It was MOVED by Commissioner Franzen, seconded by Vice President Eidmann, and unanimously carried that the following resolution be adopted:

LIBRARY RESOLUTION NO. 2019-25 (C-21)

WHEREAS, the Los Angeles City Charter provides that the Board of Library Commissioners shall control, appropriate, and expend all Library Funds for the purposes of the department; and

WHEREAS, the Board of Library Commissioners approved the Library Department Proposed Budget for Fiscal Year 2019-20 on November 8, 2018, Library Resolution No. 2018-51 (C-40); and

WHEREAS, Staff recommends the adoption of the Library Department Budget for Fiscal Year 2019-20 as approved by the Mayor and City Council; and

RESOLVED, That the Board of Library Commissioners hereby adopts and certifies the attached Library Department Budget for Fiscal Year 2019-20 in the amount of $194,431,086, as approved by the Mayor and City Council.
6. **PRESENTATION: “Summer at the Library”**

Diane Olivo-Posner, Principal Librarian, and Teri Markson, Senior Librarian, both from the Exploration and Creativity Department, presented an overview of Summer at the Library programs and services that will be offered from June 10 through August 10, 2019. They include the Summer Reading Challenge 2019 “It’s Showtime: Be a Star at the Library!, Dodgers Storytime, Your Author Series, Summer Lunch Program, Pop-up Library Programs, Explore L.A. and the first Teens of LA Film Fest.

Ms. Markson stated that the purpose of the Summer Reading Challenge 2019 is to encourage children, teens and adults to read, create and discover new activities and places. Participants are challenged to collect at least 1,000 points and win prizes along the way by recording their reading and activities online at lapl.beanstack.org, on the Beanstack Mobile App, or on the game board, which was designed by children’s author and illustrator Zachariah OHora. Those who complete the challenge are entered to win a spot at the grand prize awards ceremony and after party. As of today, there are already 9,000 people enrolled in this program.

Ms. Olivo-Posner reported that the Los Angeles Dodgers Foundation is supporting the Summer Reading program by doing Dodgers Storytimes at several branch libraries with a STEAM component before they start reading. The Library is also hosting over 50 children and young adult authors and illustrators for the Your Author Series, which was kicked off with Antoinette Portis, author of “Hey, Water!” The finale will be on August 9th with Newbery Medal winner Meg Medina. This series allows authors to meet their audience and autographed books are given out at each program.

Ms. Olivo-Posner said that Summer Lunch is offered at Central Library and 15 branch libraries. Kids and teens ages 1-18 receive lunch and are encouraged to sign up for the Summer Reading Challenge. She noted that teen volunteers that help serve lunch receive a certificate in food handling paid by the Library Foundation of Los Angeles. The teens can use their certificates later for employment in the food industry. This year, the Canoga Park Branch Librarian has 17 teen volunteers serving lunch.

Ms. Markson noted that the Summer Reading program is extended beyond the walls of the Library, which emphasizes the “Libraries=Strong Communities” element. Librarians from 14 locations not offering the Summer Lunch go to partner summer meal sites in the community to provide Pop-Up Library programing, to sign up participants for the Summer Reading Challenge, and to give away a book each to each participant at the site.

Ms. Markson pointed out that this year the Library will be having its first Teens of LA Film Festival, designed to reach and engage teens ages 11 to 18. Participants can submit short films, book trailers, documentary, oral history, or experimental videos using the Library’s BiblioBoard platform to upload their entries. The top three submissions from each category will be screened on August 10th with special guest judges. The winners will be invited to an awards ceremony and after party on August 24th.
Ms. Marks said this year they helped prepare staff for Summer at the Library by having an all-staff reading challenge in May, which provided practice on how use Beanstack. They concluded the presentation with a promo video about “Summer at the Library,” produced by Keith Kessler, Social Media Librarian, Public Relations and Marketing.

Commissioner Franzen congratulated the presenters and said she would be signing up for the program. Board President Cao said she had just signed up.

Board President Cao asked if participants needed to sign up for the lunch program. Ms. Olivo-Posner replied that no registration is required to receive a meal at any of the LAPL locations where the Summer Lunch is served.

7. **VARIOUS COMMUNICATIONS**: None.

8. **COMMISSIONERS’ COMMENTS & REVIEW OF MATTERS PENDING**: None.

9. **ADJOURNMENT**

   There being no further business, the meeting was adjourned at 11:47 a.m.

**ATTEST:**

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Bích Ngọc Cao          Raquel M. Borden
President                Board Executive Assistant

Approved: August 8, 2019