A Regular Meeting of the Board of Library Commissioners convened at 11:03 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:  Susan Broman, Asst. City Librarian; Basia Jankowski, Deputy City Attorney; and staff.

2. **OPENING REMARKS: Literary Appreciation**

Commissioner Franzen honored Maya Angelou by reading a brief biography and quotes, including, “I’ve learned that people will forget what you said, people will forget what you did, but people will never forget how you made them feel.”

3. **APPROVAL OF MINUTES:**

   a) Regular Meeting – July 11, 2019: Postponed  
   b) Regular Meeting – July 25, 2019: Postponed  

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

5. **CITY LIBRARIAN’S COMMENTS AND ANNOUNCEMENTS**

   Assistant City Librarian Susan Broman reported the following:

   - **FutureXO Conference on Longevity and Immortality:** This day-long conference will be held on Saturday, September 21 at the Central Library. Innovators, ethicists and economists and other presenters will be discussing issues on how long the span of human life could be in the next 10 to 20 years. The event will be streaming to the Studio City Branch as a satellite campus with in person facilitators.
• **LAPL’s Information Technology Division (ITD) wins award for the Octavia Lab.** The award was for the planning, network infrastructure and installation of state-of-the-art technologies for the Octavia Lab Digital Media Makerspace. Andy Wong, Director of Systems along with his IT team, and Vi Ha, Director, Octavia Lab; Kren Malone, Central Library Director; John F. Szabo, City Librarian and Susan Broman, Assistant City Librarian were present to accept The Los Angeles Excellence in Technology Award presented at the L.A. Digital Government Summit sponsored by *Government Technology* magazine.

• **First all-volunteer recognition event, “Aloha after Dark”:** On October 17, members of Friends Groups, volunteers from STAR, Adult Literacy, and the Central Library Docents attended the all-volunteer recognition event at the Central Library, which included delicious food, a Polynesian dance show in the Taper Auditorium, a librarians Ukulele band in the Rotunda, and tours by Artist Jose Ramirez of his exhibit in the Getty Gallery. It was a very successful event with more than 200 guests in attendance.

• **Patron blogs about visiting all LAPL libraries:** Patron Megan Pelletier and her daughter Riley visited Central and all 72 branch libraries of the Los Angeles Public Library and blogged about their visits at publiclibraryjourney.com, which took two years and five months to complete. They started in the order the libraries were added to the Library system, beginning at Central Library and Benjamin Franklin Branch and ended with the Silver Lake Branch. Megan Pelletier undertook this project to explore L.A. and to foster the love of reading to her daughter Riley.

• **Release of “The Autograph Book of L.A.”:** The Los Angeles Public Library (LAPL) Autograph Collection was started in 1906 by City Librarian Charles Lummis. In 2018, working with curator Josh Kun, LAPL revived this collection with a contemporary twist and invited the public to contribute their own stories and artwork to add to the collection, redefining who matters and who is included. On September 26, “The Autograph Book of L.A.” Exhibit will be opening in the Central Library’s First Floor Galleries to celebrate the collection and the release of the book.

• **Latino Heritage Month (September 15 – October 15):** Many programs are being offered throughout the Library system in celebration of Latino Heritage Month; they include dance, book clubs, crafts, storytelling, food, etc. This month, Central Library will offer Bilingual Storytimes every Wednesday. On Saturday, September 28, Central Library will be hosting the first bilingual book festival, “L.A. Libros.” This event will be a great opportunity for families to meet authors and participate in activities to celebrate *libros en Español.*

• **Bilingual Outreach Librarians:** LAPL has dedicated six Bilingual Outreach Librarians to work exclusively on community outreach in Spanish and English. Each of the six Bilingual Outreach Librarians is assigned to a region where they actively support the Spanish-speaking community and help create networks in underserved populations. They go to nontraditional spaces such as farmers markets, senior centers, community meetings, festivals, the DMV, etc. Some events they attend are the *LA Times* Festival of Books, UCLA memory classes, and Ciclavia.
6. **CITY LIBRARIAN’S REPORTS:**

**Consent Items**

Asst. City Librarian Susan Broman reviewed the Consent Calendar and recommended its approval.

**A. Approved Appropriation of Funds from the UUFB Account to various Accounts in Fund 300**

Susan Broman, Assistant City Librarian, reviewed the distribution of the funds and the purpose for the transfer.

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

**LIBRARY RESOLUTION NO. 2019-33 (C-26)**

WHEREAS, Funds in the amount of $5,000,000 are available in the Library’s Unreserved and Undesignated Fund Balance (UUFB) account from the end of Fiscal Year 2018-19. The funds are largely a result of projects that were delayed, services that could not be completed, and salary savings from vacant positions; and

WHEREAS, Funds in the amount of $2,000,000 were previously approved as part of the FY 2019-20 budget appropriation; and

WHEREAS, Staff requests the appropriation of $3,000,000 from the UUFB account to various accounts within the Library’s Fiscal Year 2019-20 Budget:

THEREFORE, RESOLVED, That the Board of Library Commissioners hereby approves an appropriation of $3,000,000 from the Unreserved and Undesignated Fund Balance, Account 2539, Fund 300, Department 44, to the accounts listed below in Fund 300, Department 44:

<table>
<thead>
<tr>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>From: Fund 300; UUFB, Account 2539</td>
<td>$ 3,000,000</td>
</tr>
<tr>
<td>1070 – Salaries As-Needed</td>
<td>$ 400,000</td>
</tr>
<tr>
<td>1090 – Salaries Overtime</td>
<td>$ 50,000</td>
</tr>
<tr>
<td>3040 – Contractual Services</td>
<td>$ 1,560,200</td>
</tr>
<tr>
<td>6010 – Office and Administrative</td>
<td>$ 214,800</td>
</tr>
<tr>
<td>7300 – Furniture, Office and Technical Equipment</td>
<td>$ 150,000</td>
</tr>
<tr>
<td>9510 – Various Special (Related Costs)</td>
<td>$ 625,000</td>
</tr>
<tr>
<td><strong>TOTAL:</strong></td>
<td><strong>$ 3,000,000</strong></td>
</tr>
</tbody>
</table>
Discussion Items

B. Approved MOU with Two-Bit Circus Foundation for the Improvement and Use of Facilities in the Pio Pico-Koreatown Branch Library to operate a Public Makerspace

Susan Broman, Assistant City Librarian, recommended approval of the MOU with Two Bit Circus Foundation.

It was MOVED by Commissioner Franzen, seconded by Vice President Eidmann and unanimously carried to adopt the following resolution:

LIBRARY RESOLUTION NO. 2019-32 (C-25)

WHEREAS, the Pio Pico-Koreatown Branch Library, located at 694 S. Oxford Avenue, Los Angeles, California 90005, is owned and operated by the Los Angeles Public Library; and

WHEREAS, as part of its Full STEAM (Science, Technology, Engineering, Art and Math) Ahead initiative, which offers creative science workshops for all ages, the Library desires to offer library patrons a public Makerspace, where people can create, explore, and learn about science topics through hands-on projects and workshops; and

WHEREAS, a 3,175-square-foot space designated for a public Makerspace is located on the second floor of the Pio Pico-Koreatown Branch and is currently unused; and

WHEREAS, LA Makerspace (LAM) is a division owned and operated by Two Bit Circus Foundation (2BCF), a California non-profit (501)(c)(3) corporation; and

WHEREAS, LAM’s mission is to offer L.A. youth the opportunity to learn STEAM skills using a project-based education style to build confidence as a way to learn challenging concepts and skills that transfer to 21st century jobs by unlocking innovative abilities:

THEREFORE RESOLVED, That the Board of Library Commissioners approves the Memorandum of Understanding between the Library and the Two Bit Circus Foundation, acting on behalf of LA Makerspace, to use facilities in the Pio Pico-Koreatown Branch Library for the operation of a public Makerspace; and

FURTHER RESOLVED, That the Board of Library Commissioners determines that the Memorandum of Understanding provides for the performance of professional, scientific, expert, technical, or other special services of a temporary and occasional character for which the Board of Library Commissioners finds that competitive bidding is not practicable or advantageous; and
Library Resolution
No. 2019-32 (C-25)

FURTHER RESOLVED, that the City Attorney and the City Librarian, or designee, are authorized to make technical changes to the MOU.

7. PRESENTATION: International Languages Department

Ana Campos, Senior Librarian, International Languages Department, provided an overview of the collection, services and programs offered by the International Services Department. She said patrons can find materials in 30 different languages including books, audiobooks, DVDs, magazines, newspapers, etc. She said staff supports branch libraries by offering language collection development and loans entire collections to branch libraries who want to test a language collection. They also assist with reservations and translations for the New Americans Center located in the department.

Ms. Campos stated that the International Languages department offers a lot of programming; from January to July 2019, they held 295 programs with an attendance of 3,497. They offer daily language learning classes taught by volunteers: French on Mondays, Chinese on Tuesdays, Spanish on Wednesdays, Russian on Thursdays, Armenian on Fridays, Italian on the second Saturday of the month, and American Sign Language for Spanish-speakers on Saturdays.

Ms. Campos said that other popular programs include Tai Chi classes, World Cinema Series offered once a month and Silent Film Fridays as well as many cultural programs such as Japanese and Chinese Tea Ceremonies, Spring Couplets Writing for Chinese New Year; and Bilingual Integrated Health Programs such as herbs and Spices from around the world, and cooking classes. This year, they hosted the fifth Indigenous Literature Conference, which labor activist Dolores Huerta attended.

Ms. Campos stated that through social media they have been able to connect with authors and personalities to participate in library programs, among them, Dr. Juan Rivera, Actress Diane Guerrero from Orange is the New Black; radio personality Argelia Tilano, Armando Lucas Correa, editor and chief of People in Español, as well as many others. Last year, she attended the Feria Internacional de Los Libros in Guadalajara, Mexico, where she had the opportunity to interview bestselling author John Katzenbach, author and poet Roberto Blanco, and author and reporter Jorge Ramos.

Ms. Campos pointed out that all staff members in the International Languages Department speak more than one language and David Turshyan, Librarian II, speaks five languages. She said Mr. Turshyan has assisted with the translations in Armenian for the US Census 2020 as well as with the Mayor’s Budget and Innovation and LA’s Best Initiative. Since they have the language expertise, they help with other library services such as the Tech Tryouts, Computer Classes, the Summer Lunch, The Source, etc. They also participate in committees such as the Translation Team, Latino Outreach, Central Library Services programming, Do-It-Yourself Octavia Lab, and the Leadership Development Team.
Ms. Campos concluded her presentation by stating that for this year’s Summer Reading Program, she put on a magic show, which represented all the magic staff make happen with only four librarians.

Commissioner Franzen thanked Ms. Campos for the information provided.

8. **VARIOUS COMMUNICATIONS:**

Received and filed letter dated August 12, 2019 from Mayor Garcetti to City Council regarding the reappointment of Josefa Salinas to the Board of Library Commissioners for the term ending June 30, 2024.

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

10. **ADJOURNMENT**

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

ATTEST:

__________________________________  ____________________
Bích Ngọc Cao                     Raquel M. Borden
President                        Board Executive Assistant

Approved: January 23, 2020