M I N U T E S

BOARD OF LIBRARY COMMISSIONERS
CITY OF LOS ANGELES

October 27, 2022

A Regular Meeting of the Board of Library Commissioners was held via teleconference at 11:04 a.m. on the above-written date.

1. **Roll Call:**

Present:	President	**Bích Ngọc Cao**
	Commissioner	**Arianne Edmonds**
	Commissioner	**Dale Franzen**
Absent:	Vice-President	**Kathryn Eidmann**
	Commissioner	**Josefa Salinas**

Also present via teleconference: City Librarian John F. Szabo; Asst. City Librarian Susan Broman; Deputy City Attorney Joshua Templet; Library staff and members of the public.

2. **Opening Remarks:** None

3. Approval of the Minutes: None.

4. Public Comments on Matters Within the Board's Jurisdiction: None.

5. Election of Officers for Fiscal Year 2022-23: Postponed.

It was moved by President Cao and seconded by Commissioner Franzen to postpone the Election of Officers until all members are present. The motion passed with 3 Ayes (Cao/Edmonds/Franzen). Noes: 0. Absent: 2 (Eidmann/Salinas).

6. City Librarian's Comments and Announcements: City LIbrarian John F. Szabo reported the following:

Career Online High School Graduation: Held in the Taper Auditorium, this was the first in-person Career Online High School (COHS) Graduation in three years. Mayor Garcetti, President of the Board of Library Commissioners Bích Ngọc Cao, and President & CEO of the Library Foundation Stacy Lieberman all spoke to the graduating class. Among the day's most memorable moments was the story of Stuart Hughes, a graduate who shared how personal and family health concerns had prevented him graduating from high school, and how COHS is now helping him to pursue a career in the healthcare field. To date, 766 individuals have received their high school diploma through LAPL.

Creators in Residence Program: The first cohort of Creators in Residence artists concluded this month. During the past two weeks, the Library has been highlighting the work of photographer Kwasi Boyd-Bouldin and interdisciplinary visual artist River Garza. They joined Kevin Awakuni, Librarian II from Exploration & Creativity, and Shirley Ashe, Senior Librarian from Memorial Branch Library, for a panel discussion about their work. River created seven large format, mixed media paintings inspired by specific branch libraries and a zine showcasing his paintings. Kwasi produced a portfolio of images focused on the Central Library and a branch of each region with their surrounding communities. He also created a zine and a book. River's paintings incorporate LAPL images from the archives, and Kwasi's photography captured LAPL spaces from unique vantage points. This program is endowed by a major gift from Lenny and Bernard Greeberg through the Library Foundation of Los Angeles. Their work is on display in Central Library's First Floor Galleries through January.

STAR Volunteers: Not only are the STAR Readers who volunteered in our libraries for many years returning once again to read to children, but we have also begun to recruit new volunteers to add to their ranks. As you know, STAR Readers share books individually with children or with small groups, reading to them or having the children read to the volunteers. The September STAR Newsletter recently highlighted a volunteer at the Little Tokyo Branch, who has read to 370 children during four years of volunteering.

6. City Librarian's Reports:

Consent Item(s)

It was moved by Commissioner Franzen and seconded by Commissioner Edmonds to approve Consent Items a and b. The motion passed with 3 Ayes (Cao/Eidmonds/Franzen). Noes: 0. Absent: 2 (Eidmann/Salinas).

a. Approval of Findings to Continue Teleconference Meetings Pursuant to AB 361: APPROVED.
(Public Hearing was held at the Regular Meeting of October 14, 2021.)

Determination in accordance with AB 361 Section 3 (e)(3) that, while the state of emergency due to the Covid-19 pandemic, as originally proclaimed by the Governor on March 4, 2020, remains active and/or state or local officials have imposed or recommended measures to promote social distancing, this legislative body has reconsidered the circumstances of the state of emergency and that the state of emergency continues to directly impact the ability of the members to meet safely in person and/or state or local officials continue to impose or recommend measures to promote social distancing.

b. Acceptance of a grant from California Library Literacy Services (CLLS) for the Los Angeles Public Library's Adult Literacy Department for Fiscal Year 2022/23: APPROVED

LIBRARY RESOLUTION NO. 2022-37 (C-31)

WHEREAS, On August 24, 2022, the California State Library announced that the Los Angeles Public Library (LAPL) Adult Literacy Services and Family Literacy Services grant application was accepted and was eligible for an initial $162,283 grant designated for adult literacy services and an $80,957 grant designated for family literacy. The total award for the fiscal year is $243,240; and

WHEREAS, The award can be claimed in two stages. The Library is allowed to first request 90% of the adult literacy services grant and 100% of the family literacy grant. The remaining adult literacy services grant amount of $16,228 will be subsequently claimed; and

WHEREAS, The Los Angeles Public Library and the Library Foundation of Los Angeles provide matching funds to make LAPL eligible for this grant which is determined by applying a California Library Literacy Services (CLLS) formula; and

WHEREAS, These funds must be accepted by the Board of Library Commissioners to activate this award.

THEREFORE BE IT RESOLVED, That the Board of Library Commissioners accept the California Library Literacy Services (CLLS) grant total of $243,240 funds designated for adult literacy services and family literacy for the Los Angeles Public Library's Adult Literacy Program for Fiscal Year 2022/23; and

FURTHER RESOLVED, That the funds be deposited in Trust Fund 419, Account 366.

Discussion Items

c. Approval to award contract for Exhibition Coordinator Services to Thought Projects, LLC

City Librarian John F. Szabo recommended approval to award a contract for Exhibition Coordinator Services to Thought Projects, LLC on an as needed and as requested basis. The term would be for one year with four, one-year options to renew.

Discussion

Commissioner Edmonds commented that in looking at the Thought Projects it seems that it's the right fit professionally. She said she wants to ensure that the people that are brought in reflect our whole community and asked if staff could as a regular protocol provide to the Board a list of all the new opportunities for the Board to share and to make sure that staff is advertising Requests For Proposals (RFP's) on many different platforms for every type of project.

Mr. Szabo stated that after one year they'll be evaluated. The approval of this contract gives the library the opportunity to renew it for an additional year and each time there is that opportunity there is an evaluation as to the performance of the entity, and we have the ability to end that if necessary and go back to a new procurement if necessary.

It was moved by Commissioner Franzen and seconded by Commissioner Edmonds to approve the following resolution. The motion passed with 3 Ayes (Cao/Edmonds/Franzen). Noes: 0. Absent: 2 (Eidmann/Salinas):

LIBRARY RESOLUTION NO. 2022-38 (C-32)

WHEREAS, on January 13, 2022, the Board of Library Commissioners (Board) approved the release of a Request for Proposals for Exhibition Coordinator Services (RFP) to find a qualified and experienced entity to manage, coordinate, and plan exhibitions at the Central Library Getty Gallery, First Floor Gallery, Annenberg Gallery, and other Library facilities on an as-needed and as-requested basis (Library Resolution No. 2022-2); and

WHEREAS, on February 2, 2022, the RFP was released and Mandatory Pre-Proposal Conferences were held on April 14, 2022 and April 27, 2022. On May 25, 2022, the Library received one proposal; and

WHEREAS, Library staff reviewed the proposal submitted by Jessica Hough and found it to be responsive to the RFP submittal requirements. An evaluation panel of Library employees reviewed and evaluated the proposal and found Jessica Hough qualified to perform the proposed services; and

WHEREAS, subsequent to submitting the proposal, Ms. Hough created Thought Projects, LLC, to provide consulting services for exhibits, museums, and historic sites. Ms. Hough is the manager and principal member of Thought Projects, LLC; and

WHEREAS, on October 27, 2022, the Board found, in accordance with Charter Sections 371(e)(10) and 1022 and Los Angeles Administrative Code Section 10.15(a)(10) that the services to be provided are professional, expert, and technical services of a temporary and occasional nature, and that it is more feasible and economical to have this work performed by an independent contractor than by City employees; and

WHEREAS, on October 27, 2022, the Board approved the award of a contract to Thought Projects, LLC, for a term of one year with four one-year options to renew at the discretion of the City Librarian or designee for an amount not to exceed $200,000 per fiscal year (July 1-June 30); and

WHEREAS, funds are available to compensate the Contractor for services in accordance with the Agreement:

THEREFORE, BE IT RESOLVED, that the Board adopts the recommendations and findings of the City Librarian’s Board Report and approves

the contract with Thought Projects, LLC, to provide Exhibition Coordinator Services as stated in the report; and

FURTHER RESOLVED, that the Board authorizes the City Librarian and the City Attorney to make technical and clerical changes, if needed, to the contract; and

FURTHER RESOLVED, that the Board authorizes the Board President and Board Secretary to execute the contract upon the completion of all required approvals.

7. Oral Update from the Ad Hoc Committee on Re-imagining Safety & Security:
POSTPONED.

8. Commissioners' Comments and Announcements

a. Next Board Meeting Notice
The next Regular Meeting of the Board is scheduled for Thursday, November 10, 2022, at 11:00 a.m. via Teleconference.

9. Adjournment: The meeting was adjourned at 11:30 a.m.

ATTEST:

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Bích Ngọc Cao	Raquel M. Borden
President	Board Executive Assistant