M I N U T E S

BOARD OF LIBRARY COMMISSIONERS
CITY OF LOS ANGELES

October 24, 2024

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

1. **Roll Call:**

Present:	President	**Valerie Lynne Shaw**
	Vice President	**Linda Blank**
	Commissioner	**Kelly Besser**
	Commissioner	**Hiram Sims**
	Commissioner	**Mayra Valadez**
Absent:	None	

Also present: City Librarian John F. Szabo; Asst. City Librarian Susan Broman; Deputy City Attorney Josh M. Templet; Administrative staff and members of the public.

2. **Opening Remarks:** Board President Shaw welcomed everyone to the meeting.

3. **Approval of the Minutes:** Regular Meeting – September 12, 2024

It was moved by Vice President Blank and seconded by Commissioner Besser to approve the Minutes of the Regular Meeting held September 12, 2024. The motion passed with 5 Ayes (Besser/Blank/Shaw/Sims/Valadez); Noes: 0. Absent: 0.

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

5. **City Librarian's Comments and Announcements:** City Librarian John F. Szabo reported on past and upcoming events.

Vice President Blank asked if there is a plan to expand Financial Planning Day to include branch libraries in the San Fernando Valley. Eva Mitnick, Director of Engagement & Learning, stated that patrons look forward to attending the annual event at Central Library every year. She said she will discuss this with the Lifelong Learning Department. President Shaw noted that she would like to see Financial Planning Day advance to other regions and branch libraries.

Vice President Blank asked if the money collected in the Budget Stabilization Fund is invested. Mr. Szabo responded that yes, it is invested and earns income.

Vice President Blank asked if the Brockman Gallery collection contains art pieces in the collection. Mr. Szabo said the collection principally consists of correspondence, posters and ephemera.

6. City Librarian's Reports:

Discussion Items

a. Approval to award a contract to Biometrics4ALL, Inc. to provide Live Scan fingerprinting services on an as-needed basis

City Librarian John F. Szabo recommended the award of a contract to Biometrics4ALL, Inc. to provide live scan fingerprinting services on an as-needed basis. The 3-year contract service will be used to perform background checks on library volunteers and performers.

Discussion

Vice President Blank asked if all performers are required to go through the finger printing process. Ms. Mitnick responded that the performers who will be placed on the Library's official performer list must get fingerprinted. If an organization has several performers interested in working with the Library, then the organization must agree to conduct their own background check of these performers.

Commissioner Valadez asked how many people go through the fingerprinting process on an annual basis.

Commissioner Valadez asked if there are examples of other contracts the Library has entered into that are similar to the procurement process. Madeleine Rackley, Manager of the Business Office stated that the City allows the Library to piggyback off other procurement processes, most recently the Landscaping Contract used by the Recreation and Parks Department. If another Department has completed the procurement in a competitive manner, the Library can piggyback using their process, shortening the time to get the contract executed and reducing the resources necessary to complete the process..

It was moved by Commissioner Valadez and seconded by Vice President Blank to approve the following resolution. The motion passed with 5 Ayes (Besser/Blank/Shaw/ Sims/Valadez); Noes: 0. Absent: 0.

LIBRARY RESOLUTION NO. 2024-36 (C-32)

WHEREAS, the Library requires professional and specialized Live Scan fingerprinting services to check the backgrounds of Library volunteers.

WHEREAS, Biometrics4ALL, Inc., (Contractor) is a California Department of Justice (Cal-DOJ) certified provider of Live Scan Fingerprinting services with the experience, expertise and ability to provide fingerprinting services at numerous locations throughout California in accordance with this Contract; and

Library Resolution
No. 2024-36 (C-32) Cont.

WHEREAS, on October 24, 2024, the Board approved the award and execution of a contract with the Contractor to provide Live Scan fingerprinting services for a period of three years to be performed on an as-needed basis.

THEREFORE, BE IT RESOLVED, that the Board adopts the recommendations and findings of the City Librarian's Board Report and authorizes the award and execution of a contract with the Contractor to provide Live Scan fingerprinting services for a period of three-years to be performed on an as-needed basis; and

FURTHER RESOLVED, that the Board hereby authorizes the City Librarian and the City Attorney to make technical and clerical corrections, if needed, to the contract.

7. PRESENTATION: Library Foundation of Los Angeles

Stacy Lieberman, President & CEO of the Library Foundation of Los Angeles, provided an overview of the Library Foundation and its partnership with the Los Angeles Public Library. Ms. Lieberman explained that the Foundation's purpose is to provide support for the Library through fundraising, advocacy and innovative programs which raise around $7 million annually.

Discussion

President Shaw thanked Ms. Lieberman for her presentation and proposed a collaboration for a commissioner to join in a future ALOUD program conversation with an author.

Commissioner Sims asked what type of strategy the Foundation uses to build relationships with donors and how staff divides work in terms of managing gifts. Ms. Lieberman explained that oftentimes those relationships are built through networking and learning what types of interests funders have while trying to engage them with projects or programs in the same field. She said staff is assigned based on the type of gift. Individual giving does not require a lot of staffing because it's working directly with individuals, while corporate and foundation giving may require large grant applications and extensive quarterly reporting which will require more staff hours.

Commissioner Sims asked if the Foundation receives more annual or monthly contributions from donors. Ms. Lieberman stated that some contributors will give throughout the year. Large contributors sometimes sell stock at the end of the year for a contribution that is also a tax deduction for themselves. Commissioner Sims asked how the Foundation measures a successful year. Ms. Lieberman said a successful year is when the Foundation is able to fully support all of the Library programs that are in need of funding.

Vice President Blank asked if the Foundation initiates any of the programs it funds or does it only support programs presented by the Library. Ms. Lieberman explained that the Foundation directly supports the public program series ALOUD and exhibitions in close partnership with the Library. She stated that the Foundation does everything in collaboration with the Library to strategize and identify what the needs are. As an example, Mr. Szabo noted that the Library exclusively used Foundation funds to launch the Career Online High School program, which would have been difficult to do with the existing budget during that time.

Vice President Blank asked how many of the Foundation funded programs are in the branches. Ms. Lieberman stated that the Foundation supports the whole system and system-wide initiatives with the majority of the programs being branch-based such as Homework Help, Student Zone, Cybernauts and Teens Leading Change. She said this is often most appealing to big donors because they want to support all of the communities in Los Angeles and especially the communities that need the most assistance.

8. Commissioners' Comments and Announcements

Commissioner Besser attended a meeting of the Friends of the Echo Park Branch Library and received a tour of their pollinator garden which was inspired by Teens Leading Change.

a. Next Board Meeting Notice

The next Regular Meeting of the Board is scheduled for Thursday, November 14, 2024, at 11:00 a.m. and will be held at the Central Library.

9. Adjournment: The meeting was adjourned at 12:27 p.m.

ATTEST:

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Valerie Lynne Shaw	Raquel M. Borden
President	Board Executive Assistant