M I N U T E S

BOARD OF LIBRARY COMMISSIONERS
CITY OF LOS ANGELES

May 27, 2021

A Regular Meeting of the Board of Library Commissioners was held via teleconference at 11:03 a.m. on the above-written date.

1. **Roll Call:**

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

Also present via teleconference: City Librarian John F. Szabo, Assistant City Librarian Susan Broman, Deputy City Attorney Elise Ruden; Library staff and members of the public.

2. **Opening Remarks:**
Board President Cao opened the meeting in honor of Asian American and Asian Pacific American Heritage Month with a quote by poet and author Ocean Vuong.

3. Approval of the Minutes - April 8, 2021: Postponed.

4. Public Comments on Matters
Within the Board's Jurisdiction: No requests were received for public comment.

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

Reopening to the Public: LAPL has been providing in person services at 38 libraries since May 3; 20 of those libraries have internal access with a variety of services and 18 are providing Library to Go Services. The Central Library continues to expand public access, which began with the Popular Library, Circulation, and Exhibit space, and now has been expanded to the International Languages Department and Computer Center. Over 30 print, broadcast and online media outlets covered the reopening of LAPL libraries. On Tuesday, June 2, LAPL will add 22 more libraries that will offer interior access to the public, bringing the total up to 50. Later in June, the remaining libraries will be opening up to the public.

LAPL Goes Viral with Linda Lindas mini-concert: Last week, Social Media Librarian Keith Kessler created and posted a video of the teen band The Linda Lindas performing at the Cypress Park Branch. The post has more than seven million views across all LAPL's social media platforms and it has been featured by *The New York Times, LA Times,* NPR, Rolling Stone, Washington Post, and Variety.

New Exhibit, "Stories and Voices from L.A. Chinatown": Launched in conjunction with Asian American Pacific Islander Heritage Month, this online exhibit is the first in the series *Archive Alive*, a new collaboration between the Los Angeles Public Library; The Huntington Library, Art Museum and Botanical Gardens; and the Library Foundation of Los Angeles. The exhibit brings to life the rich traditions of the Chinatown community. In addition to the online content, the exhibit has an outdoor element that can be seen on Hill St. in Chinatown.

LA for All Campaign: The Library is supporting a citywide campaign that stands against hate and stands for the values of diversity, belonging and inclusion. The Library joins the City's new Department of Civil and Human Rights, the Department of Cultural Affairs in the campaign. A banner at Central Library and social media posts highlight the campaign and the importance of reporting hate crime.

Postcards for Seniors Program: In April, LAPL celebrated one year of connecting with seniors by providing handwritten messages on postcards with images from the Library's Photo Collection. Over 4,000 postcards have been delivered to seniors with their meals since the program's inception. Mr. Szabo and Laura Trejo, General Manager of the Department of Aging, spoke recently about this program in a national webinar and discussed how libraries have addressed social isolation by connecting with older adults. The LAPL now provides at least 300 cards each month for delivery with meals to seniors, including postcards in Spanish.

LAPL Taking Part in Historic Preservation: Mr. Szabo participated in an online conversation with Ken Bernstein, Manager of the City of Los Angeles Office of Historic Resources, about his new book, *Preserving Los Angeles: How Historic Places Can Transform America's Cities*. The book shares the underreported story of how L.A.'s historic preservation has revived neighborhoods and created a Downtown renaissance. It discusses issues of equity, systemic racism and under-represented BIPOC communities among the designated historic sites in L.A. Mr. Szabo served as co-chair of the *Inventory of Sites and History Subcommittee* as part of the Mayor's Civic Memory Working Group.

Octavia Lab Wrap-Up: The Octavia Lab team completed its final delivery of face shields to local hospitals. In the past year, the Lab produced 54,314 face shields that were provided to 26 area hospitals. LAPL Shipping delivered 31,314 face shields and the project employed more than 200 youth.

6. City Librarian's Reports:

Discussion Item(s)

a. Approve acceptance of the second installment of the American Library Association/Google Libraries Build Business (LBB) award for the Sea Un Vendedor Ambulante Exitoso en Los Angeles/Successful Sidewalk Vending Program

City Librarian John F. Szabo recommended acceptance of this grant. He stated that the Successful Sidewalk Vending Program is part of the New Americans Initiative. Madeline Ildefonso leads the initiative to help street vendors navigate rules, permits and provides support with micro enterprise readiness skills including bookkeeping, credit building, customer service.

Discussion

Board President Cao asked how people find out information about the program and whether there was a website to where people could be referred. Madeleine Ildefonso, Managing Librarian, Office of Civics and Community Services, replied that the landing page is currently being developed and that staff is working with a contractor to build a curriculum that people will be able to access using their phones. As the content is developed, they will test it with vendors and provide feedback. Once it is ready to go public, it will be widely advertised.

Board President Cao suggested using outlets such as LA Taco to promote the program.

Commissioner Salinas asked if the funding was being used for the development of the program. Ms. Ildefonso stated that the funds are for developing the program and some of the consultants are vendors who are being paid to provide input.

Commissioner Salinas asked if there was an anticipated date for the launching. Ms. Ildefonso replied that the program would likely be launched in the fall.

Commissioner Salinas asked if there will be information for vendors on how to protect themselves from violence. Ms. Ildefonso stated there are discussions currently about reporting crimes and there might even be an LAPD hotline that vendors could call if they choose to report it. She said they are working on addressing community trauma, how to build support skills, how to build their own network, recognize self-regulation tools and how to support a neighbor, what it means to feel safe on the streets, and incorporating cashless systems of payment and digital and financial literacy are parts of it, as well as the aspects of taxes and permits.

Commissioner Edmonds asked how vendors were selected to participate in the pilot program. As an example, Ms. Ildefonso replied that prior to the pandemic, she had already been working for about two years with a CBO that works with vendors. The CBO utilized a rotation system to solicit vendor participation. Those who volunteered were compensated for their time.

Commissioner Edmonds stated that the Vendor Permit Campaign efforts took years to achieve, and she asked who will be the ideal person for this program.

Ms. Ildefonso replied that it might be a female, 40 years and over, with children, and limited English proficiency who wants to improve their skills to have a successful business. It might be someone who has been vending for some time.

It was moved by Commissioner Salinas and seconded by Commissioner Edmonds to approve the following resolution. The motion passed with 4 Ayes (Cao, Eidmann, Edmonds & Salinas). Noes: 0. Absent: Franzen.

LIBRARY RESOLUTION NO. 2021-15 (C-14)

WHEREAS, On July 15, 2020, the American Library Association/Google "Libraries Build Business" grant announced that the Los Angeles Public Library (LAPL) is awarded $85,000 for the "Sea un vendedor ambulante exitoso/Successful Street Vending" program; and the award is to be distributed in three almost equal payments of $28,333.34, $28,333.34 and $28,333.32; and

WHEREAS, the second award has been distributed to the Library to Trust Fund 831 Account 359 and the remaining grant award amount is $28,333.32 and will be awarded after the final narrative is turned in, sometime in late 2021. The total award for the fiscal year is $85,000; 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 second installment of American Library Association/Google "Libraries Build Business" grant award of $28,333.34 for the "Sea un vendedor ambulante exitoso/Successful Street Vending" program; and

FURTHER RESOLVED, That the funds be deposited in Trust Fund 831, Account 359.

b. **Approval of transfer of funds from Office and Administrative Account 6010 and Contractual Services Account 3040 to Furniture, Office and Technical Equipment Account 7300 within the Library's Fiscal Year 2020-21 Budget, Fund 300**

City Librarian John F. Szabo recommended approval to transfer funds within Fund 300 for projects that were already included in the budget.

It was moved by Commissioner Salinas and seconded by Commissioner Edmonds to approve the following resolution. The motion passed with 4 Ayes (Cao, Eidmann, Edmonds & Salinas). Noes: 0. Absent: Franzen.

LIBRARY RESOLUTION NO. 2021-16 (C-15)

WHEREAS, The Library Information Technology Section will be commencing three major infrastructure projects which will provide critical services in the case of disaster. The projects include: 1) data and backup control to defend against ransomware attacks; 2) network recovery to continue access to CARL, VoIP telephones and the Internet; and, 3) a wireless failover project to continue to provide the public and staff with WiFi access; and

WHEREAS, Library staff requested the transfer of $986,000 from the Contractual Services Account 3040 and the Office and Administrative Account 6010 to the Furniture, Office and Technical Equipment Account 7300 within the Library's Fiscal Year 2020-21 Budget to comply with City procurement and expenditure policies; and

Library Resolution
No. 2021-16 (C-15) Cont.

WHEREAS, Sufficient funds have been budgeted in the Library's FY 2020-21 Adopted Budget and are available in both the Office and Administrative Account 6010 and Contractual Services Account 3040 for this transfer:

THEREFORE, RESOLVED, That the Board of Library Commissioners (Board) hereby approves the following transfer of $986,000 from the Contractual Services Account 3040 and the Office and Administrative Account 6010 to the Furniture, Office and Technical Equipment Account 7300 within the Library's Fiscal Year 2020-21 Budget, Fund 300, Department 44, as follows:

From:	Acct. No.	Account Name	Amount
	6010	Office & Administrative	$ 85,000
	3040	Contractual Services	901,000
		Total	$986,000

To:	Acct. No.	Account Name	Amount
	7300	Furniture, Office and Technical Equipment	$986,000

FURTHER RESOLVED, That the Board authorizes the City Librarian to make any necessary technical changes.

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

Vice President Eidmann reported that the Ad Hoc Committee on Re-Imagining Safety & Security had met last week to discuss progress on opening the new Library Experience Office, the budget, and hiring of new employees in the new classifications for the new office. She asked City Librarian John F. Szabo to provide more specific information.

City Librarian John F. Szabo stated that the Library Experience Office, and all the items that the Board approved have remained in the Mayor's Budget. The budget went to the Budget and Finance Committee hearing, and the Library responded to inquiries regarding the purpose of the Library Experience Office. The budget moved to the City Council where it was approved last week. The final budget will be presented to the Board of adoption at the June 10, 2021 Board Meeting.

Mr. Szabo reported that staff is working on the classifications and hiring, which could be a lengthy process. He noted that Karen Pickard-Four who leads the new Library Experience Office and Mike Bolokowicz, Director of Human Resources, are working with the Personnel Department on identifying existing classifications within the city for the new classification of Library Experience Ambassadors, which currently does not exist.

Discussion

Commissioner Salinas stated that she was very pleased and excited about the new hiring and whether it had been determined which locations would get the new staff.

Mr. Szabo replied that there was a certain amount of funds budgeted for the new Library Experience Ambassadors within the next fiscal year, but staff will be planning for more funding in the upcoming fiscal year for the 2022-23 budget. Staff will determine where they would be most effective.

Vice President Eidmann stated that the initiative will be rolled out at a handful of libraries and then budget for additional hiring for more locations.

Commissioner Edmonds requested that the Board be provided with an outline on how a program similar to this has been rolled out at other libraries across the nation, and what were the pros and cons to have a better understanding of how the program works.

Mr. Szabo stated that part of the planning process has been to research other library models for delivering social services.

Commissioner Edmonds stated that she is really excited about the roll out of this program and thanked staff for the hard work that has gone into it and is looking forward to seeing how it develops.

8. Commissioners' Comments and Announcements

- **Next Board Meeting Notice**
  The next Regular Meeting of the Board is scheduled for Thursday, June 10, 2021 at 11:00 a.m. via Teleconference.

9. Adjournment: The meeting was adjourned at 11:50 a.m.

ATTEST:

Bích Ngọc Cao
President

Raquel M. Borden
Board Executive Assistant