

MINUTES

BOARD OF LIBRARY COMMISSIONERS CITY OF LOS ANGELES

October 08, 2026

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 Commissioner Commissioner	Kelly Besser Linda Blank Valerie Lynne Shaw
Absent:	Vice President Commissioner	Fabian R. Wesson Joana Reyes

Also: City Librarian John F. Szabo, Assistant City Librarian Susan Broman, Deputy City Attorney Josh M. Temple, administrative staff, and members of the public.

- 2. Opening Remarks:** Commissioner Besser welcomed everyone to the meeting and expressed gratitude to all who participated in and supported the LA Libros Festival, calling it a huge success. She was especially moved by the exceptional performance of Mariachi Arcoiris. Additionally, she shared her excitement for the upcoming presentation by Christina Rice regarding the LAPL photo collection.

3. Approval of the Minutes:

- a. Regular Meeting - September 10, 2026.

It was moved by Commissioner Wesson and seconded by Commissioner Shaw to approve the Minutes of the Regular Meeting held on September 10, 2026 as amended. The motion passed with 3 Ayes (Besser/Blank/Shaw); Noes: 0. Absent: 2 (Reyes/Wesson).

4. Staff Recognition:

City Librarian John F. Szabo welcomed Juanita Rojas, Messenger Clerk at the Sun Valley Branch Library, who was recognized for her 40 years of dedicated service. The Board presented Ms. Rojas with a Certificate of Appreciation, expressing deep gratitude for her long-standing commitment and service to the Library Department and the City of Los Angeles.

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

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

7. City Librarian's Reports:

Discussion Items**a. Approval to release a Request for Qualifications (RFQ) for Exhibition Services.**

City Librarian John F. Szabo recommended releasing a Request for Qualifications (RFQ) for Exhibition Services for the Los Angeles Public Library. These contracted services primarily support major exhibits at the Central Library, as well as potential branch library exhibits. In 2021, the Library selected a single contractor through a Request for Proposals (RFP) process for exhibit design and related services. Although that entity remains under contract, its availability has been limited because its principals relocated outside Southern California. The proposed RFQ seeks to establish a pool of qualified vendors to increase flexibility and enable contracting with smaller businesses for specific tasks—such as artwork installation, lighting, or custom display case construction—or hiring multiple firms for larger projects. Upon approval of the RFQ release, the selected vendors will be brought back to the Board for approval.

It was moved by Commissioner Shaw and seconded by Commissioner Blank to approve the following resolution. The motion passed with 3 Ayes (Besser/Blank/Shaw); Noes: 0. Absent: 2 (Reyes/Wesson).

LIBRARY RESOLUTION NO. 2026-40 (C-35)

WHEREAS, the Library at times requires the professional, expert and technical services of non-City Exhibition staff for short-term projects and support for the three gallery spaces including the Getty Gallery, The Annenberg Gallery, and the First Floor galleries, display cases, and online exhibits and the Central Library and at the 72 branch libraries. Central Library Services manages these exhibitions and oversees the contractors who provide expertise on specific projects;

WHEREAS, the Exhibition Liaison within the Central Library Services division manages exhibitions at Central Library and branch libraries that support the mission of the Los Angeles Public Library by promoting educational opportunities for residents and visitors, in addition to advancing the Los Angeles Public Library as a cultural center in the community;

WHEREAS, Library staff has completed a Request for Qualifications (RFQ) to solicit proposals from multiple qualified entities to provide exhibition professional services to create an on-call list of pre-qualified exhibition professionals to ensure the exhibition needs of the Library are met in a timely and efficient manner;

WHEREAS, the term of the proposed contracts will be for three years. No minimum amount of work or compensation is guaranteed; and

WHEREAS, funds are available in the Contractual Services Account 3040 to compensate the selected contractors for services and materials in accordance with the proposed contracts.

THEREFORE, BE IT RESOLVED, that the Board of Library Commissioners (Board) adopts the recommendations and findings of the City Librarian's Board Report and authorizes the release of the RFQ to provide Exhibition Professional Services; 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 RFQ.

b. Approval of an appropriation of funds from the Unreserved and Undesignated Fund Balance (UUFB) to the Library Budget Reserve Fund, Library Trust Fund, and Transfer of appropriations within Fund 300.

City Librarian John F. Szabo presented a recommendation to approve an appropriation of funds from the Unreserved and Undesignated Fund Balance (UUFB) to the Library Budget Reserve Fund, Library Trust Fund, and a transfer of appropriations within Fund 300. The recommendation includes an appropriation of \$1,000,000 from the Unreserved and Undesignated Fund Balance (UUFB) to the Library Budget Reserve Fund and \$35,623,000 from the UUFB to the Library Trust Fund for capital improvement projects.

It was moved by Commissioner Shaw and seconded by Commissioner Blank to approve the following resolution. The motion passed with 3 Ayes (Besser/Blank/Shaw); Noes: 0. Absent: 2 (Reyes/Wesson).

LIBRARY RESOLUTION NO. 2026-41 (C-36)

WHEREAS, Funds are available in the Library's Unreserved and Undesignated Fund Balance (UUFB) at the end of Fiscal Year 2025-2026 as a result of projects that were delayed and services which could not be completed and also salary savings from vacant positions that could not be filled; and

WHEREAS, Staff requested that the Board of Library Commissioners approve an appropriation of \$1,000,000 from the UUFB, Fund 300, Department 44, Cash Balance, to the Library Budget Reserve Fund (LBRF), Department 44, Fund 58N; and

WHEREAS, Staff requested that the Board of Library Commissioners approve an appropriation of \$35,623,000 from the UUFB, Fund 300, Department 44, Cash Balance, to the Library Trust, Department 44, Fund 831; and

WHEREAS, The Library transfers funds between salary and/or expense accounts to ensure compliance with City procurement and expenditure policies; and

WHEREAS, Staff requested the transfer of a total of \$1,814,000 in transfers between accounts within Fund 300, Department 44.

THEREFORE, BE IT RESOLVED, That the Board of Library Commissioners hereby adopts the recommendations and findings in the City Librarian's Board Report and approves the appropriations of funds from the Unreserved and Undesignated Fund Balance (UUFB) and approves the transfer of funds within the Library's Fiscal year 2026-27 Budget.

FURTHER RESOLVED, that the Board hereby authorizes the City Librarian and the City Attorney to make technical and clerical corrections as deemed necessary.

8. Presentation: LAPL Photo Collection

Christina Rice, Senior Librarian of the Photo Collection, provided a detailed overview of the Los Angeles Public Library Photo Collection. The collection includes an estimated four million photographs documenting life in Los Angeles and the broader Southern California region, with materials dating back to the earliest days of photography in the 1850s.

Board President Besser thanked Ms. Rice for the presentation and commended her dedicated work on the collection.

9. Commissioners' Announcements and Comments

- Commissioner Shaw reported on her recent visits to the Mark Twain and Angeles Mesa branch libraries, noting plans to visit additional branches in the future.
- Board President Besser expressed her excitement to attend the Career Online High School graduation ceremony on Friday, October 9, 2026.

Next Board Meeting Notice: The next Regular Meeting of the Board is scheduled for Thursday, October 22, 2026, at 11:00 a.m., will be held at the Will & Ariel Durant Branch Library, 7140 W. Sunset Boulevard Los Angeles, CA 90046.

10. Adjournment: The meeting was adjourned at 12:26 p.m.

ATTEST:

Kelly Besser
President

Lynda Achi
Secretary to the Board