

## LOS ANGELES COUNTY LIBRARY COMMISSION MEETING

**DATE:** Wednesday, May 23, 2018

**TIME:** 10:00 a.m. – 12:00 p.m.

**PLACE:** Kenneth Hahn Hall of Administration  
Room 743  
500 W Temple St  
Los Angeles, CA 90012

*A member(s) of the Library Commission has requested this meeting be accessed via video conference. Remote access will be available at the following:*

*Malibu Library  
Meeting Room  
23519 W. Civic Center Way  
Malibu, CA 90265  
(310) 456-6438*

*San Fernando Library  
Meeting Room  
217 N. Maclay Avenue  
San Fernando, CA 91340  
(818) 365-6928*

## AGENDA

Welcome, Pledge of Allegiance and Roll Call

1. Minutes
  - Approval of July 2017, November 2017, January 2018 meeting minutes
2. Announcements from Chair
3. Announcements from County Library Director
  - Budget Status Report (Erika Bonilla)
  - Redesign of Library Services / PEI (Debbie Anderson)
4. Commissioner Items/Comments
  - Ad Hoc Committee Updates
5. Public Comments (limited to 3 minutes per speaker)
6. Adjourn

***Upcoming Meeting:  
July 18, 2018 – South Whittier Library  
11543 Colima Rd  
Whittier, CA 90604***



**May 23, 2018**  
**Library Commission Meeting Minutes**  
**Hall of Administration**

**Welcome and Pledge of Allegiance**

The meeting was called to order at 10:10 a.m. Chair Corey Calaycay led all attendees in the Pledge of Allegiance.

**Roll Call**

Quorum was not met.

**Commissioners in Attendance** – (10) Corey Calaycay, Laura Zahn Rosenthal, David Lesser, Liz Reilly, Chin Ho Liao, Vy Nguyen, Revé Gipson, Nancy Anderson Kuechle, Angelita Medina, Jim Allen

**Commissioners Absent** – (9) Bob Archuleta, José Luis Solache, Antonio Lopez, Nancy Lyons, Martha Arevalo, Joy Williams, Lisa Cleri Reale, Jay Chen, Waymon Roy

**Library Staff in Attendance** – (8) Skye Patrick, Yolanda De Ramus, Barbara Custen, Erika Bonilla, Deborah Anderson, Geraldine Lin, Samangi Mudalige, Paul Immerman

**Board Deputies in Attendance** – (3) Megan Moret (First District), Robert Sausedo (Second District), Maria Chong-Castillo (Third District)

**Approval of Minutes**

Approval of minutes was delayed as they were not received from Secretary.

**Announcements from Chair**

Chair Corey Calaycay opened the floor to the Board of Supervisors' Deputies in attendance.

Maria Chong-Castillo, Third District Board Deputy, commended Library Director Skye Patrick on the work she has done with the department. She recalled expressing concerns about three years ago over the weak state of the Library Foundation. She thanked the City of Malibu for their financial support and said she looks forward to a restructured and revitalized Foundation.

Megan Moret, First District Board Deputy, also commended Library Director Patrick and Chief Deputy Director Yolanda De Ramus' work with the Library and has observed many positive changes. She noted the partnership between First and Fourth Districts in addressing the structural deficit. She said they have received a supplemental report back on the structural deficit and will come back with a motion for funding (if not this year, then down the line) to avoid an actual deficit. She also noted Third District's interest in assuring the Library remains solvent and continues the good work without closing libraries or discontinuing services.

Robert Sausedo, Second District Board Deputy, detailed his background as it relates to libraries, including his past fundraising efforts and his belief that libraries are an important and necessary institution.

Chair Calaycay outlined Library's key highlights and accomplishments over the past year:

- Rebranding efforts were launched last week. County of Los Angeles Public Library is now LA County Library.
- Library's partnership with the Department of Mental Health (DMH) has allowed the MakMo fleet to expand from 6 to 10 vehicles (2 for each region). The partnership also allowed for the addition of 10 library assistants (one for each MakMo). As of March 2018, the vehicles have 180 library programs and 120 community outreach programs, reaching 38,000 people.
- The Reading Machine pilot began May 1 and has been visiting home daycares and preschools 4 days a week. It will serve 9 cities and the fleet will expand from 2 to 5 vehicles by the end of the year.
- Reading STARS – 4 of 5 pilots are up and running. 18 tutors and 43 students are meeting twice a week at libraries.
- Veterans Connection Expansion – Under the Library Services and Technology Act, the Library received funding from the US Institute of Museum and Library Services to expand to 2 cities. The grand opening for Norwalk was on May 14.
- Thanks to the Library Card Challenge program, 11,477 new library cards have been issued to students from December 2017 through April 2018.
- The Library has a multi-year plan to partner with CENIC to increase bandwidth up to 1G for faster internet speeds at all community libraries.
- Chair Calaycay thanked the City of Malibu for its help in funding an Executive Director position for the Library Foundation for the next 2 years. An ad hoc committee had been working with the Foundation board to help recruit and put together bylaws. The Board action on May 18 allowed for funds to be transferred to the Foundation so they can begin the hiring process.

Administrative Deputy Erika Bonilla discussed the Library's structural deficit. The Library is working with the Board Office to not only address a solution to the structural deficit, but to also provide a level of service reflective of what the communities really need.

Library Director Patrick said the Library has historically met with surplus cities every year, but she has found it necessary to also meet with deficit cities to form relationships and discuss opportunities. The Library presented in-kind services to cities and other ways to contribute if they are unable to close their operating deficit. Three opportunities were presented: leasing of buildings by cities, landscaping, and janitorial services.

### **Report from the County Library Director**

Library Director Patrick elaborated on some Library's programs for those in attendance who may not be familiar, touching on MakMo, Reading Machine, Reading STARS, and the Library Card Challenge.

Library Director Patrick also provided updates and discussed the following items with the Commission and Board Deputies:

- With the Library's rebranding effort, a new website is scheduled to launch in June or July.
- Through Library's partnership with DMH, Library has re-envisioned legacy programs to fit the Prevention and Early Intervention (PEI) model. The Library received \$11.5 million for 2 years. The Library was able to "charge back" approximately \$4.5 million in staff costs, balancing the structural deficit for a few years and solving for the immediate.
  - Chair Calaycay indicated the Tri-Cities Mental Health Agency may have similar funding opportunities available for the Library to examine.
- The *Turns the Tables* DJ Lab series was featured in the LA Times. The program is currently being held in East Los Angeles and will then be at Lancaster in the Fall.
- A grant received from the Arts Commission will provide 1 year of funding for a Creative Strategist, who will develop a framework for the Artist in Residency (AiR) Program, direct AiR in select libraries, and eventually expand the program to all locations. 5-6 artists will be interviewed next week, the selection committee will choose the Creative Strategist and introduce them in a month to 6 weeks, and the selected individual will run the program for 1 year (overall timeline is FY 18-19).

Library Director Patrick gave a rundown of several other items of interest:

- The Career Online High School program has 193 enrollees and 40 graduates. Students receive a high school diploma, career counseling, and 1 of 6 career certificates. The program now provides take-home laptops to some students.
- For the 2020 Census, the Library will provide census action kiosks at target libraries in hard-to-count areas.

- Implicit Bias and Cultural Competency training has been a huge focus for the Board. Library was the first County Department to have their own IBCC training, called “iCount,” and held a 2nd year of that training on May 10. This year’s focus was on older adults and differently abled people. Executive and administrative IBCC training was held on Jan 24, and training on the managerial level was held on April 25.
- The Library was a finalist for the IMLS National Medal. The Library was acknowledged for its community engagement, programs, and iCount. The Library received two NACo Achievement Awards for *Compton Turns the Table DJ Lab and Concert Series* and *MakMo*. Finally, the Library received ALA Public Relations Exchange Awards for the *iCount Awareness* video and *Student Card Outreach* video.
- Library met with Microsoft last week to discuss a programming opportunity involving their pillars of girl empowerment, digital equity, and STEAM education. Microsoft will create 4-6 week academies where youth will participate in programs that end with a Microsoft certification. Microsoft alerted the Library to a grant opportunity that will likely provide free upgrades to Microsoft 10, saving upwards of \$3 million.
- Library will meet today with the Annenberg Foundation, who is interested in some of the Library’s programs geared toward older adults and teens. Library has been developing a proposal for an alternative library space called *ALT*. The Library will try to workshop this idea to the Annenberg Foundation.
  - Board Deputy Chong-Castillo asked if this will be in a different physical space. Library Director Patrick confirmed that it will and elaborated that the Library could use a few potential locations from its roster and that the Board Office and Arts Commission have expressed interest but lack funding.

Library Director Patrick concluded her report and opened the floor to questions.

### **Commissioner Comments**

Commissioner Reve Gipson commended Library Director Patrick on the work she has done. Gipson continued that while focus is often devoted to bad things, good things should be recognized. Library Director acknowledged the Library personnel in attendance by name and attributed the Library’s accomplishments to their hard work and effective implementation.

Commissioner Nguyen noted how the 2020 Census is a priority for Foundations and could be a potential funding opportunity. She suggested the Library contact the James Irvine Foundation and the California Endowment. While Commissioner Nguyen could not vouch for their track records supporting libraries, she felt an exceptional project could garner interest.

Chair Calaycay acknowledged building maintenance as an area of concern, then ceded the floor to Administrative Deputy Bonilla to speak on the supplemental budget:

The Library is in the 2<sup>nd</sup> phase of the budget for FY18-19 and has given status-quo submissions to meet targets around growth and property tax, and other growth and cost of living adjustments. Library Director Patrick expanded that she is in biweekly contact with Board Offices, so they know where the Library stands financially.

Chair Calaycay stressed that libraries should be a safe haven for children and raised concern over a 72% increase in security incidents in 2017-18. Library Director Patrick mentioned the Library's efforts to procure additional funds for security, including engaging the Board and proposing for Homeless Initiative dollars (the Library was not a priority last year and likely will not be this year.) In regard to MSWs, the Library previously attempted to get social work persons in libraries funded through a QPC grant but were not chosen. However, the Library was awarded funding under the new DMH PEI grant to fund 5 MSWs and 5 clinicians (1 for each district).

Board Deputy Robert Sausedo asked how the Commission guides Friends of the Library. Library Director Patrick explained they are separate entities. Chair Calaycay added that the Foundation is more connected.

Commissioner Rosenthal noted the rejections the Library has received in their requests for funding opportunities and implored the Library to utilize the commissioners as a resource in leveraging support. Library Director Patrick explained that those decisions are made by a committee and are not for the CEO to partition. Library Director Patrick responded that the Library is trying to position itself as a wraparound service. Commissioner Nguyen cited the Hilton Foundation as a potential partner. Chair Calaycay suggested to additionally solicit elected members of City Selection for letters of support.

Commissioner Kuechle raised concerns that the Library more effectively tap into community networking and encouraged staff to use the Friends of the Library groups as a resource and to promote programs.

Deputy Robert Sausedo committed to advocating for the Library at the League of California Cities. Chair Calaycay asked Sausedo to tap into his network and consider candidates to fill vacant Commission seats, mentioning the Commission's struggle to meet quorum.

Commissioner Rosenthal brought up the Vote Center Placement Project. Library Director Patrick assured her that Library was already partnering with Registrar Recorder's Office and would continue to do so on future efforts. Chief Deputy De Ramus added that library has early voting locations in approximately 20 libraries.

### **Presentation on DMH Programs**

Debbie Anderson, Library Administrator for Youth Services, provided attendees with a presentation on DMH-partnered programs, specifically as they relate to PEI funding, which provided the Library \$11M additional funding this year and will provide \$11M next year, and Positive Parental Programming (Triple P).

### **Commissioner Comments**

Commissioner Lesser questioned what plan the Library has in place for new hires in the case of a recession. Chief Deputy De Ramus explained that they have reviewed the staffing model for sustainability, transferring staff into new positions and backfilling vacancies with temporary staff. They will reevaluate going into the next budget cycle, but this is their approach for the next year and a half.

Commissioner Medina asked how the Library will gauge success and at what point they start evaluation. Anderson said they are working on evaluation tools with DMH.

Commissioner Liao asked if the PEI funding is \$11M, long-term, and if it comes from Measure H. Anderson explained that it is from the Mental Health Services Act and that DMH receives the funding from the state and then parcels it out to organizations and departments that meet certain requirements.

Commissioner Kuechle complimented MakMo, having observed it in Culver City. She was impressed by how engaged, excited, and active the kids were.

### **Commission Business**

Chair Calaycay addressed the ad hoc committees.

Commissioner Allen noted that the nominating committee cannot take action today without quorum. He has received no nominations. He enlisted Commissioners to nominate or self-nominate. Chair Calaycay said July will be the formal meeting for election of officers. Commissioners agreed to put out a communication beforehand via email announcing the slate.

The bylaws of the two ad hoc committees are on hold. The Commission will readdress bylaws after the sunset review from County Commission Services. They are waiting on the ad hoc committee of coordination between the Foundation and Commission.

Chief Deputy De Ramus said they are working on the recruitment bulletin for the Foundation's Executive Director and hope to have something finalized and out in the next 2 weeks. She solicited the Commission to share it with their networks to ensure a good pool of candidates.

Commissioner Lesser recalled Supervisors' deputies being very interested in getting the Foundation up and running. She asked what the implications and direction will be after bringing on an Executive Director and how they view the Foundation functioning. Chief Deputy De Ramus responded that they want an Executive Director with a good network in the area of philanthropy, so they can bring greater visibility to the LA County Library. Their primary responsibility would be fundraising. Commissioner Lesser noted that private organizations have access to grants unavailable to public entities.

Commissioner Gipson asked if Friends of the Library still has donation envelopes to distribute to potential donors. Chief Deputy De Ramus said someone will connect Commissioner Gipson to the Foundation chair or the president of an active Friends group.

**Public Comment**

There was no public comment.

The meeting was adjourned at 11:53 p.m.

Minutes Approved: \_\_\_\_\_ as submitted  
                              \_\_\_\_\_ as amended

Date: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
Lisa Cleri Reale, Secretary  
Library Commission