

## LA COUNTY LIBRARY COMMISSION MEETING

**DATE:** Wednesday, July 17, 2019

**TIME:** 10:00 a.m. – 12:00 p.m.

**PLACE:** Stevenson Ranch Library  
25950 The Old Road  
Stevenson Ranch, CA 91381

*Members of the Library Commission have requested this meeting be accessible via video conference. Remote access will be available at the following location:*

*Duarte Library  
1301 Buena Vista St.  
Duarte, CA 91010  
(626) 358-1865*

## AGENDA

Welcome, Pledge of Allegiance, and Roll Call

1. Minutes
  - Approval of May 2019 meeting minutes
2. Announcements from LA County Library Director
  - Budget Status Report (Grace Reyes)
  - iCount Presentation (Gladstone Bucknor)
3. Commissioner Items/Comments
  - Presentation of 2019 Annual Report for Approval
4. Public Comment (limited to 3 minutes per speaker)
5. Adjournment

### *Upcoming Meetings:*

*Wednesday, September 18, 2019  
10:00 a.m. – 12:00 p.m.  
Artesia Library  
18801 Elaine Ave.  
Artesia, CA 90701*

*Wednesday, November 20, 2019  
10:00 a.m. – 12:00 p.m.  
Topanga Library  
122 N. Topanga Canyon Blvd.  
Topanga, CA 90290*



"Enriching Lives"

**July 17, 2019**  
**Library Commission Meeting Minutes**  
**Stevenson Ranch Library**

**Satellite locations:** Duarte Library,  
Library Headquarters



**Welcome and Pledge**

The meeting was called to order by Commission Chair Corey Calaycay at 10:04am, followed by the Pledge of Allegiance.

**Roll Call**

Quorum was not met.

**Commissioners in Attendance** – (9) Corey Calaycay, Jim Allen, Joy Williams, Linda Charney, Lisa Cleri Reale, Liz Reilly, Nancy Kuechle, Nancy Lyons, Vy Nguyen

**Commissioners Absent** – (6) Angelita Medina, Antonio Lopez, Chin Ho Liao, Jay Chen, José Luis Solache, Revé Gipson

**Library Staff in Attendance** – (9) Skye Patrick, Yolanda De Ramus, Grace Reyes, Jesse Walker-Lanz, Samangi Skinner, Gladstone Bucknor, Miguel Aguilera, Alejandro Garcia, Eduardo Mora

**Library Foundation Attendance** – (1) Andrea Carroll

**Approval of Minutes**

As quorum was not met, approval of the May 2019 meeting minutes was postponed until the next meeting.

**Budget Presentation**

Library's Administrative Deputy, Grace Reyes, provided an update on the Library's budget. She distributed a Status Report (Operating Budget) as of June 2019 and stated the following:

- The report is just a forecast of how staff thinks they will close (usually mid-August).
- Expenditures are a little under budget with annual projections at approximately \$190 million.
- The underspending of \$44 million includes revenues that are carried over for several years.
- For revenues, there is a fund balance of \$44 million due to property tax being a little bit higher (5%) over prior year.
- There have been some new revenue items from other County departments, but Reyes reminded Commissioners that those sources are going away in the coming year.

- Overall, Reyes announced that Library did expend what they expected.
- Once staff close the books in August, they will produce a final report.

There were several questions from Commissioners:

- Commissioner Cleri Reale asked if staff actually cut expenses. Administrative Deputy Reyes responded that the budget is based on a forecast and that they have been carrying over the \$44 million for the last couple of years. Director Patrick stated that once the new revenue ends, they would need to dip into savings for sure. Commissioner Cleri Reale stated that this validates the need for the Foundation to raise the dollars that will support the Library in its work.
- Commissioner Nguyen asked for clarification of the developer fee under funding sources. Assistant Director Reyes explained that any time a builder develops in the County, there is a fee they must pay, and the Library receives a certain percentage. Director Patrick reminded Commissioners that the Library has been receiving this revenue for 15-22 years, but the percentage has never been increased since the start. She stated that this is a huge opportunity for the Library, but the Board was reluctant to increase the fees.
- Commissioner Reilly questioned if this covered unincorporated areas or incorporated areas. Director Patrick answered that it is only in unincorporated areas.
- Commissioner Charney questioned the cost per unit. Assistant Director of Public Services, Jesse Walker-Lanz, stated it is approximately \$900 per unit and it varies depending on where you are in the County.

### **Announcements from Chair Corey Calaycay**

Commissioner Cleri Reale presented and reviewed the 2019 Annual Report. She also thanked the Ad Hoc Committee – former Commissioner David Lesser and Commissioners Allen and Nguyen – for all their hard work in drafting and reviewing the report. Commissioner Cleri Reale asked for input and feedback. There was none.

Per the Chair, the Commission's Annual Report needs to be formally approved and submitted before the next meeting. As there was no quorum, Chair Calaycay informed Commissioners that there would need to be a special meeting. There was discussion about the scheduling, and it was resolved to hold the meeting on July 23, 2019, at various locations including San Fernando, the Hall of Administration, Culver City, Duarte and others.

Chairman Calaycay announced some additional updates:

- Commissioner Chen will be leaving the Commission as he's been called by the Navy Reserve to serve.
- Commissioner Arevalo has resigned from the Commission.

- The City Selection Committee met but didn't put the Library Commission on their agenda, so the Commission's vacant spots have yet to be filled.
- Lastly, Chair Calaycay reached out to former Commissioner Waymon Roy so he can be recognized for his service, but he was unable to attend the July meeting. County Board of Supervisors honored Roy with a scroll, which Library staff will mail to Roy.

### **Announcements from LA County Library Director**

Library Director Patrick informed Commissioners that tours would be available to them at both Stevenson Ranch and Duarte Libraries after the meeting.

She announced that Hollydale Library in South Gate was recently opened after a facelift and small renovations. She stated that it showed what could be done with a small budget, with great creativity, and she encouraged everyone to visit as it's quite beautiful.

Patrick provided updates on several programs:

- *Lunch at the Library* program
  - In partnership with the County Department of Parks and Recreation, this program serves those kids who experience food insecurity during summer vacation.
  - The program originally started with 5 locations and topped out at 24 locations – serving lunches and providing programming, reading, etc.
  - Commissioner Cleri Reale asked how the program is being funded. Library Director Patrick responded that state funds pass through Parks and Recreation; however, Library pays the administrative fee. She added that the Board loves the program and wants it expanded.
- Reading STARS
  - This program started in 2018 and continued to May 23, 2019, as an intergenerational tutoring program.
  - The program has been submitted to the Annenberg Foundation for funding, but Patrick has not heard back. Commissioner Cleri Reale assured all that the proposal is still alive but that there had been delays at the Foundation due to other priorities. She also suggested that the remainder of funding could be requested from the Eisner Foundation, which focuses on intergenerational programming.
  - Patrick stated that this program is exceptional and offers a small stipend for older volunteers.
  - 66% of students improved in overall reading by more than 1 learning level.
  - Tutoring will resume in fall of 2019.
- Career Online High School
  - This program graduated 51 students on June 29, 2019.

- There are currently 316 enrollees.
- Participants must be 19 years or older.
- Patrick stated that the program is a great success as it started with 1 graduate and expanded to 145.
- Preventive Program Funding
  - The Library received a \$26 million grant over 2 years, and it's been spent down.
  - There was a significant reduction to approximately \$7 million that the Library has chosen to split between a 2-year time period.
  - Some programs will be impacted by the reduction.
  - The Department of Public Health is giving \$2 million for My Brother's Keeper to offset the reduction that helps with Barbershop Books and Peer Advocates.
  - The TAY program will be discontinued due to the reduction.
  - Commissioner Cleri Reale asked why the reduction. Director Patrick responded that the Department of Mental Health (DMH) was inundated with requests. She has engaged with DMH Director, Dr. Jonathan Sherin, and talked to him about increased funding from that department.
  - Patrick stated that the staff worked so hard to re-envision and expand programs based on funding and it's devastating to pare down the same programs. She has no desire to take the staff on this roller coaster ride, so they are trying to make sure there are several years of funding secured before committing to program implementation.
  - MakMo was also impacted and pared down to 6 maker mobiles but the staff is looking to the State Library to amp it back up.
  - The Reading Machine also has a severely diminished scope.
- Explore.org
  - A partnership with Annenberg Foundation.
  - It's a fantastic website per Patrick and she encouraged all to view it. The Library plans to utilize its content to integrate into programming, where there can be a dialogue between the librarian, patron, and experts via satellite.
  - The goal is to build an entire program around this – it's 90% done.
- CONTENTdm
  - This project presents digitized collections.
  - It is being completely revamped and will add a mobile friendly responsive design.
  - It includes all Library content and there are no fees.
- Thermal Counters
  - This tracks Library user traffic – who is coming and going in and out of the libraries.

- The thermal heat component makes the count more accurate. Before this was implemented, a child in a stroller with a parent was identified as one person and now they are counted as two.
- Director Patrick offered to share the initial data if the Commission wishes to review it.
- Recognitions and Awards
  - Library Director Patrick announced that LA County is the first Library system to achieve all three national recognitions:
    - Library Journal's 2018 Library Marketer of the Year
    - Library Journal's 2019 Librarian of the Year
    - Gale/Library Journal's 2019 Library of the Year
  - Supervisor Janice Hahn hosted a celebration at the Manhattan Beach Library but there were also celebrations at every single library in the County – sponsored by Friends of the Library groups and the Board of Supervisors. Cumulatively, over 10,000 people participated.
  - Duarte City Council Member and Commissioner Reilly shared the information that Duarte had a wonderful reception to celebrate the awards and, for those sitting in the Duarte Library, the decorations were beautiful.
  - The Library also won the CLA PR*Excellence* Award for 2 projects:
    - The “Reading is Power” student library card video
    - Library Rebranding
- Library Foundation
  - The awards celebrations forced staff to postpone the Foundation's informal receptions, but they will begin in East LA on October 29, 2019, from 6 to 7:30pm.

### **Staff Reports**

At this point, North County Regional Administrator, Gladstone Bucknor, presented on the Library's iCount Equity Initiative.

iCount ensures that the library makes a conscious effort in designing the services and programs that address the needs of the diverse community it serves. This includes customers of a different age, gender, sexual orientation, ethnicity, socio-economic status, physical ability, nationality, legal status and more.

- LA County Library's staffing demographics almost match the population demographic in LA County.
- Nationwide, many library systems' credentialed librarians do not match the demographics of the populations they serve.
- A brief video on iCount was presented.
- The goal is to train staff on creating a culture of equity, reducing barriers to access in our libraries, creating programs and services responsive to our communities and creating easy to implement processes for staff.

- Library Equity Action Plans (LEAPs) begin with initiating conversations about equity and bias with staff.
- Bucknor shared a second video of staff testimonials, which mentioned the different programs and ways staff were able to focus on the communities they serve, adapt, and enhance programs through data analysis.
- The Public Services team chose to use the My Brother's Keeper program to focus on racial inequity, exposing youth to positive role models and building self-esteem.
- The biggest challenge for staff was finding times to meet, so iCount became a part of staff meetings.
- Actively reassuring staff, they are not expected to be experts, but to have a conscious mind towards issues of equity.
- Next steps, finding ways to track progress of community members long term. For example, a child coming into the library at 5 years old versus when the same child is getting ready for college.
- The long-term goal of iCount is to change the organizational culture at LA County Library and beyond, so that the thought of equity becomes second nature for staff and impacts everything they do.
- Commissioner Williams stated that equity/diversity/inclusion is a sticky issue to grapple with; gave kudos to the Library for being ahead of the charge and presenting such excellent information.
- Commissioner Kuechle mentioned that she recently read the book, "Palaces for the People," by Eric Kleinenberg, which validated what the Library is doing and she is excited to know the Library already undertakes this type of work.

The Commission requested a copy of the iCount presentation and Patrick asked staff to send it out.

### **Commissioner Comments**

- Special Library Commission meeting on July 23<sup>rd</sup> will be held at several satellite locations to ensure attendance.
- Chair Calaycay requested to add to the agenda that Library Foundation Executive Director, Andrea Carroll, will give updates at future meetings, so that the Commission can continue to support the Foundation.

### **Public Comment**

There was no public comment.

The meeting was adjourned at 11:16am.