

## LA COUNTY LIBRARY COMMISSION MEETING

**DATE:** Monday, March 2, 2020

**TIME:** 10:00 a.m. – 12:00 p.m.

**PLACE:** San Dimas Library  
145 N Walnut Ave  
San Dimas, CA 91773

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

*Library Headquarters  
Conference Room 222  
7400 Imperial Hwy  
Downey, CA 90242*

## AGENDA

### Welcome, Pledge of Allegiance, and Roll Call

1. **Minutes**
  - Approval of meeting minutes for the regular meeting on July 17, 2019, the special meeting on July 23, 2019, the regular meeting on September 18, 2019, and the regular meeting on December 4, 2019.
2. **Library Foundation Report**
  - Andrea Carroll, Executive Director of LA County Library Foundation, will share Library Foundation highlights from first quarter 2020, what lies ahead, and how the Library Commissioners can help.
3. **LA County Library Budget Report**
  - Grace Reyes, Administrative Deputy for LA County Library, will share and discuss the Library's budget for Fiscal Year 2019-2020 and Library's needs relative to advocacy from Library Commission.
4. **LA County Library Presentation**
  - Skye Patrick, LA County Library Director, will present for the second time on a recommended proposal of three goals and an implementation plan for Library Commission to focus on in 2020-2021.
    - Discuss and take action on adopting the proposed set of goals for Library Commission to focus on in 2020-2021 and implement Ad Hoc Committees to focus on each goal, ushering along efforts, ensuring completion of related tasks, and reporting back to the Commission on progress and recommendations.

5. **Discussion of Library Commission 2020 Election**
  - Discussion and selection of Library Commission’s 2020 Ad Hoc Nominating Committee to initiate the process of selecting nominees and voting on Commission Chair, Vice Chair, and Secretary with voting to take place in May 2020 and appointments to take effect in July 2020.
6. **Public Comment** (Limited to 3 minutes per speaker)
7. **Adjournment**

***Upcoming Meetings:***

***Wednesday, May 20, 2020***  
***10:00 a.m. – 12:00 p.m.***  
***Hall of Administration***  
***Room 739***  
***500 W Temple St***  
***Los Angeles, CA 90012***

***Wednesday, July 15, 2020***  
***10:00 a.m. – 12:00 p.m.***  
***West Covina Library***  
***1601 West Covina Pkwy***  
***West Covina, CA 91790***

For ADA accommodations, such as a sign language interpreter or materials in an alternative format, call 562.940.8462 (voice) or 562.940.8477 (TTY), Monday – Thursday, 8 am – 5 pm, at least 6 days prior to the meeting date.

Documents distributed to the Commission for this meeting will be made available for public inspection at the meeting. Supporting documentation is also available at LA County Library Headquarters located at 7400 Imperial Hwy, Downey, California 90242, and may also be accessible on the Library Commission website at <https://lacountylibrary.org/library-commission/>.



**March 2, 2020**  
**LA County Library Commission**  
**Regular Meeting Minutes**  
**San Dimas Library**



**Satellite location:** Library Headquarters

**Welcome and Pledge**

The meeting was called to order at 10:01 am by Chair Corey Calaycay, who then led attendees in the Pledge of Allegiance.

**Roll Call**

Quorum was met.

**Commissioners in Attendance** – (11) Corey Calaycay, Jim Allen, Lisa Cleri Reale, Angelita Medina, Chin Ho Liao, Joy Williams, Linda Charney, Liz Reilly, Nancy Kuechle, Nancy Lyons, Reve Gipson

**Commissioners Absent** – (1) Jose Luis Solache

**Library Staff in Attendance** – (8) Skye Patrick, Yolanda De Ramus, Grace Reyes, Jesse Walker-Lanz, Samangi Skinner, Alex Pelayo, Rene Mendizabal, Jaclyn Morales

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

**Library Foundation Update**

Andrea Carroll, Library Foundation Executive Director, shared a report that included the following highlights:

- The Foundation raised \$300,000 last year, up from \$64,000 the year before. The donations originated from many different sources.
- There were 400 new donors and the Foundation made connections with some foundations and corporations.
- \$50,000 in grants was disseminated by the Foundation to the Library last year and they expect to triple that number in the current year. Carroll reiterated that the Foundation wants to “truly support the Library.”

The Foundation is seeking new board members. In the interim, a retreat is being held for current Foundation board members. Commissioner Cleri Reale is facilitating the retreat.

Carroll thanked the Commissioners who have already donated to the Foundation and asked others to please consider a donation and share the Foundation’s work with friends and colleagues.

Chair Calaycay asked Carroll how many Foundation board spots are open.

- Carroll responded that there are nine spots, but they are targeting three for now.
- The Foundation is looking for candidates with a financial background or communications skills and expertise with social media. She also reiterated the importance of Foundation board members connecting the Foundation to resources and funding.

Commissioner Liao asked if the Library Foundation funds are sitting with the California Community Foundation.

- Carroll responded that the Library Foundation is a 501(c)(3) and a completely separate entity.
- They did meet with members of the California Community Foundation, in hopes of getting funding from them or leads to other funding.

### **Approval of Minutes**

Chair Calaycay reminded Commissioners that four sets of minutes were awaiting approval due to quorum issues at prior meetings.

A motion was presented by Commissioner Allen, and seconded by Commissioner Reilly, to approve the minutes for the following meetings:

- Regular meeting July 17, 2019
- Special meeting on July 23, 2019
- Regular meeting on September 18, 2019
- Regular meeting on December 4, 2019

The motion was unanimously approved.

### **Library Budget Presentation**

Grace Reyes, Library Administrative Deputy, presented on the Library's 2019-20 budget. Reyes shared the overall budget of \$202 million, as well as a 5-year forecast, which reflects a structural deficit and includes all revenue and expenses.

The hope is that in fiscal year 2022-23, there will be sources of new revenue.

Skye Patrick, Library Director, stated that the budget review validates the need to bring in innovative partnerships that will help with both programming and operating expenses.

Commissioner Liao asked whether the Library is working with the County Assessor's Office on the split roll ballot initiative.

- Patrick stated that Library is but also pointed out that, for ballot initiatives, the Library staff can only educate their constituents, not tell them how to vote.

Commissioner Cleri Reale asked what happens if the new funds raised are not enough to close the gap.

- Patrick responded that without appropriate funding, cuts would need to be made.

### **LA County Library Update**

Library Director Patrick reviewed the status of the Sunset Review, underway by the County. She then reviewed the proposed strategic focus for the Library Commission, a proposal originally made at the December 2019 regular meeting.

The proposal includes the creation of three Sub-Committees to focus on the following goals/areas:

- Tax/Bond Measures and Library Financing
- Education/Center of Learning
- Philanthropic and Corporate Relations

Patrick and the Commissioners discussed the proposed plan agreeing that Subcommittee Chairs and members need to be recruited. Each Subcommittee would have the following scope of work:

- Develop a meeting schedule
- Research each goal
- Create an action plan

Patrick shared the proposed timeline and recommended the Commission agendaize this for subcommittees to do a report-back so there is constant movement in the three focus areas that the Library could use assistance in.

Commissioner Allen thanked the staff for acknowledging the need for this plan and giving thought to the role of the Commission. He stated that all three areas would take significant resources and asked to hear the plans for a Tax/Bond Measure.

- Patrick responded that they are working on some fact-finding about a potential bond measure so they can create a strategy.
- Patrick also clarified that, the way Library has been designated, it is not allowed to receive general funds.

Commissioner Kuechle expressed concern about the expectation of hours that Commissioners would need to provide in order to do the work of the Subcommittees.

- Chair Calaycay added that it is challenging as it is for the Commission to meet quorum for regular meetings and the Commission needs to have an honest discussion of how much time Commissioners are willing to put into this.

Commissioners Cleri Reale and Medina volunteered for the Philanthropic and Corporate Relations Subcommittee.

Commissioner Liao asked about the potential Tax/Ballot Measure goal, inquiring if the Library has the funding to implement it. He stated that he has some knowledge of how this works, and it costs money to put these initiatives on the ballot.

- Patrick responded that funding would need to be raised through foundations and individual cities.
- She provided examples like releasing the libraries from building leases would provide significant savings and these are the types of items that are helpful.

Chair Calaycay stated that each city is facing its own shortfall.

- His city implemented a sales tax increase and it was defeated.
- It also does not help when every other City/County agency places initiatives on the ballot, causing confusion and voter fatigue.

Commissioner Allen stated that now is the time to have this conversation and take action, while there are Commissioners that represent the cities.

- Even if it doesn't work out and funding is not obtained, the converse is that City Representatives may eventually have to explain why there are less services being provided.
- Also expressed concern about the time commitment required by the Subcommittees but is here on the Commission because he is passionate about the services libraries provide.
- Is willing to work on this but believes he does need Commissioners representing the cities to step up and join him in the subcommittee on this effort, look for creative ways to partner, and help bridge the gap.

Chair Calaycay reminded the Commissioners that the Commission is still short five City Selection Committee (CSC) appointed members and this remains a problem.

- Urged all those who were appointed by CSC to help get these seats filled. There has been some interest, but seats are still vacant and there is a meeting coming up.
- District 3 is a particular problem with Commissioners termed out from Malibu and San Fernando.
- Commissioner Kuechle recommended this issue be an agenda item for the May 2020 meeting so it can be addressed with the Board Deputies. Chair Calaycay agreed.

Returning to the Tax Bond/Measure focus area, Commissioner Liao suggested exploring a revenue lease-back bond, however we'd have to tie up all the Library's buildings as collateral so we can issue a public obligation bond.

Patrick circled back to the role of the Commission and that Commissioners need to decide how they want to move as a Commission to work on these focus areas.

Commissioner Medina asked for clarification of the Subcommittee focused on Education/Center of Learning.

- Patrick responded that this group would try to ensure that those Commissioners with expertise and experience in the education field leverage their knowledge and help the Library envision how to expand and revise services.

Chair Calaycay confirmed the Commission's dedication to these efforts and requested each Commissioner to submit to him in writing their preference for which Subcommittee they wish to be involved in.

Patrick reiterated that it is up to the Chairs and the Committee members how much time is invested in the work. She does believe the most challenging one might be the Tax/Bond Measure goal.

Commissioners Liao and Allen volunteered to be on the Tax/Bond Measure Subcommittee. Commissioner Allen stated that he would be unable to Chair the Subcommittee, however, due to his current commitment to the Commission's By-Law revision efforts.

Patrick shared that each Subcommittee will have a Library liaison to serve as a point of expertise:

- Grace Reyes will support Tax/Bond Measures Library Financing
- Jesse Walker-Lanz will support Education/Center of Learning
- Andrea Carroll will support the Philanthropy and Corporate Relations

A motion was made by Commissioner Cleri Reale to approve the proposed Strategic Focus for the Commission and move forward with the recommended work. The motion was seconded by Commissioner Reilly and unanimously approved.

### **Discussion of Library Commission 2020 Election**

Chair Calaycay reminded Commissioners that the upcoming May meeting is the last meeting of the fiscal year and that it will be necessary to elect officers by July. To do this, we will need to select this year's Ad Hoc Nominating Committee.

The current slate is:

- Chair: Corey Calaycay
- Vice Chair: Jim Allen
- Secretary: Lisa Cleri Reale

Commissioner Reilly recommended re-appointing and re-electing the current slate. As Chair of the Ad Hoc Nominating Committee, Commissioner Allen, would like to give the entire Commission an opportunity to send their nominations via email.

Commissioners Medina and Gipson volunteered to participate in the Ad Hoc Nominating Committee.

Chair Calaycay stated that the Annual Report and the Election of Officers will be agendaized for the May meeting.

### **Commissioner Comments**

Commissioner Liao suggested cooking classes at libraries with a fee charged to generate revenue. A suggestion was also made to charge for 3D animation classes.

- Chair Calaycay suggested that these are good ideas for Friends of the Library (FOL) groups and/or the Library Foundation.
- Skye Patrick reminded Commissioners that the Library has had several animation courses, including 3D, and have been in conversation with 19 community colleges on partnership in such programs but, unlike schools, public libraries are free.

Commissioner Cleri Reale read an excerpt from Dr. Seuss' *Oh, the Places You'll Go!*, in honor of Read Across America/Dr. Seuss Day.

Commissioner Lyons announced the #1 fundraising opportunity of the Diamond Bar Library's FOL group. The event will be at the Diamond Bar Center on April 26, 2020, and Commissioners are encouraged to attend.

Commissioner Kuechle announced a reading by author Lisa See, taking place at the Culver City Library and encouraged all to attend.

Commissioner Allen announced a special conference put on by the Jewish Federation about commissions, services, and being on city councils. He stated that it was a terrific conference and they intend to have more of these events; encouraged all to attend in the future.

Commissioner Allen did ask if Patrick could provide some information on what was going on at the Florence Firestone Library.

- Patrick stated that the Florence Firestone Library was temporarily shut down and a temporary library was running out of a trailer at Roosevelt Park.
- The vision was to have the library on the bottom floor of a multi-purpose facility including senior housing. However, the funding was no longer available.
- Library staff met with a vocal community group to consider re-envisioning and expanding the constituent center.



- Patrick explained that, while there are other City and County libraries not too far away, this particular community needs access to the Library's services.
- They are awaiting plans from the Department of Public Works. Patrick says they are looking for another site and the community's request is that we find one on Florence Avenue.

Patrick also announced that a Gardena satellite location is set to open in July or September.

**Public Comment**

There was no public comment.

**Adjournment**

Chair Calaycay reminded Commissioners that the May 20th meeting is the meeting attended annually by the Board Deputies and encouraged everyone to attend.

The meeting was adjourned at 11:40 am.