



"Enriching Lives"

LA COUNTY LIBRARY COMMISSION VIRTUAL MEETING

DATE: Wednesday, July 21, 2021

TIME: 10:00 am – 12:00 pm



To participate: To attend the virtual meeting using a laptop or desktop computer, click [Virtual Meeting Link](#) to join at the time of the meeting.

Mobile device users will need to install and use the Cisco Webex Meetings application to access the meeting.

Event Number: 1778 46 7601, Attendance Password: MpBrncEd565

To listen only via telephone: Call (213) 306-3065, Access Code: 1778 46 7601 ##

AGENDA

1. **Call to Order, Pledge of Allegiance, and Roll Call**
2. **Minutes**
Approval of minutes from the regular meeting on May 19, 2021.
3. **Library Commission 2020-21 Annual Report**
Recommendation by the Annual Report Committee of the 2020-21 Library Commission Annual Report.
4. **LA County Library Presentation**
 - a. Yolanda De Ramus, LA County Library Chief Deputy Director, will provide a brief update on Library activity.
 - b. Caroline Chang, Arts Program Manager, will provide a brief presentation on the Library's efforts around the Creative Economy.
5. **LA County Library Budget Report**
Grace Reyes, Administrative Deputy for LA County Library, will share and discuss the Library's budget and impacts from COVID-19.
6. **Bylaw Revision Report**
The Bylaw Revision Ad Hoc Committee will provide an update on efforts to revise the Library Commission Bylaws.
7. **Focus 2020-21 Subcommittee Reports**
Discussion of next steps in the Commission's *Focus 2020-21* recommendations.

8. **Report on County Commissioner Networking Forum**
Lisa Cleri Reale will provide a report on what was shared and discussed at the County's Commissioner Virtual Networking Forum on Diversity, Equity and Inclusion.
9. **Commissioner Comments/Announcements**
Matters not posted on the agenda, to be discussed and (if requested), placed on the agenda for action at a future meeting of the Commission, or matters requiring immediate action because of an emergency situation or when need to take action arose subsequent to the posting of the agenda.
10. **Public Comment** *(Limited to 3 minutes per speaker.)*
Opportunity for members of the public to address the Library Commission items of interest within the jurisdiction of the Library Commission.

For those who wish to provide live public comment, you must join the virtual Webex meeting as a participant. You may also provide written public comment via email to librarycommission@library.lacounty.gov. Deadline to submit written public comment is Tuesday, July 20, 2021, by 5:00 pm. Please include the agenda item and meeting date in your correspondence. All correspondence received shall become part of the official record.

11. Adjournment

Upcoming Meetings:

Wednesday, September 15, 2021

10:00 am – 12:00 pm

NOTE: Meeting is same day as Yom Kippur, which begins at sundown.

Wednesday, November 17, 2021

10:00 am – 12:00 pm

Accommodations: For ADA accommodations, such as a sign language interpreter for the virtual meeting 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.

Supporting Documentation: Documents distributed to the Commission for this meeting can be made available for public inspection. Supporting documentation is available by appointment at LA County Library Headquarters located at 7400 Imperial Hwy, Downey, California 90242, and may also be accessible on the LA County Library Commission website at lacountylibrary.org/library-commission. To make arrangements, please contact librarycommission@library.lacounty.gov.



"Enriching Lives"

July 21, 2021
LA County Library Commission
Virtual Regular Meeting Minutes



Welcome and Pledge

The meeting was called to order at 10:09 am by Chair Corey Calaycay, due to technical issues. Chair Calaycay then led attendees in the Pledge of Allegiance.

Roll Call

Quorum was met.

Commissioners in Attendance: (13) Chair Corey Calaycay, Secretary Lisa Cleri Reale, Angelita Medina, Chin Ho Liao, Fernando Vizcarra, Jay Chen, Jim Dear, Joy Williams, Karen Farrer, Mary Mendoza, Nancy Kuechle, Steve Croft, Tess Shih

Library Staff in Attendance: (8) Yolanda De Ramus, Grace Reyes, Debbie Anderson, Samangi Skinner, Caroline Chang, Tualai Solaita, Luis Garnica, Jaclyn Morales

Introductory Remarks

Chair Calaycay welcomed everyone, including a special introduction of Commissioner Tess Shih who was appointed by Supervisor Barger. Calaycay shared that Commissioner Shih has already jumped in with calls to other commissioners to learn about the work being done by the Commission. Commissioner Shih responded with some brief remarks stating that she grew up in Pasadena, attended USC and Harvard Business School, and had spent some time on Wall Street. She stated that she is very happy to represent the 5th District.

Chair Calaycay also welcome Commissioner Vizcarra from Temple City, who was unable to join the May meeting. Calaycay also reminded commissioners that there are two remaining vacancies on the Commission in Supervisor Solis' District.

Approval of Minutes

Commissioner Liao presented a motion to approve the minutes from the regular meeting on May 19, 2021. Commissioner Medina seconded the motion. A roll call vote was held, and the motion was carried by a majority vote with two abstentions.

Library Commission 2020-21 Annual Report

The Annual Report Ad Hoc Committee Chair Lisa Cleri Reale reviewed the 2020-21 Annual Report, explaining to commissioners that it remained the same as the version presented in May but with a new section reflecting the County's commitment to diversity, equity, and inclusion.

A motion was made by Commissioner Croft to approve the revised Annual Report, seconded by Commissioner Liao to approve the 2020-21 Library Commission Annual Report and submit it to the County. The motion was unanimously approved.

LA County Library Presentation

Yolanda De Ramus, Chief Deputy Director, LA County Library, provided a brief update on Library activity on Director Skye Patrick's behalf. Library Director Skye Patrick was attending the Lloyd Taber-Marina del Rey Library open house event, along with Supervisor Hahn and other community leaders.

De Ramus announced that the Library has completed the final phase of reopening 81 of 85 community libraries for in-person service. The remaining four locations will reopen after completion of deferred maintenance or capital projects. Meeting rooms and study rooms remain closed to the public until further evaluation. Masks are required for entry and the libraries are following Department of Public Health guidance.

In partnership with the LA Regional Food Bank, the Library is offering its annual *Lunch at the Library* through grab-and-go meals (breakfast and lunch) for youth 18 and under at 20 locations from June 14 to August 6. The Library received a \$39,000 grant from the State Library to support the supplies and staffing needed to implement this program.

On June 1, outdoor programming was launched at 20 locations with 1,500 attendees, but extreme heat resulted in suspension of the programs. Programs resumed on June 28 with 14 indoor locations and 6 outdoor locations while staff monitored weather conditions in case adjustments were needed.

For the first time in Library's virtual programming offering, there was a decrease in the number of views from the prior month. The end of June also marked the end of a partnership with the Department of Mental Health, which funded many of the Library's virtual program offerings. This, along with reallocating staffing and resources to support outdoor/summer programming, will result in a decrease of virtual programs going forward.

On July 6, Reading Machine staff resumed in-person, outdoor Storytime visits at most participating childcare locations; some visits remain virtual.

Library's Work Ready program just completed its third session and even partnered with the Department of Consumer and Business Affairs on a Workers' Rights workshop. The fourth session will run from July 6 to August 10.

The County has received American Rescue Plan Act funds and the Library has submitted a request for \$28.5 million but must wait to hear from the CEO as there are applications from various departments. The Library received CARES Act funding through the Southern California Library Cooperative, which will be used towards an additional 175 Chromebooks for the Laptop &

Hotspot Loan program. The Library is also submitting a request for \$475,000 to fund additional technology through the FCC Emergency Connectivity Fund.

As of June 30, about 14% of the Library workforce is deployed on Disaster Service Worker assignments, with a majority on Contact Tracing, and additional staff are being identified as election workers for the September 2021 gubernatorial recall election.

Approximately 39% of Library's workforce continue to telework weekly under some variation of a hybrid model. They continue to monitor the progress of the Delta variant and will adjust if needed. Leadership is looking to expand the telework model to frontline staff and hoping to have something in place by late fall.

Lastly, she noted the beautiful makeover of the Norwalk Library and thanked Commissioners Allen and Medina for attending the opening. The Lloyd Taber-Marina del Rey Library also underwent a renovation and the open house event is taking place at the same time as this meeting. First District's Maywood Cesar Chavez Library will have its open house event on July 28 and Second District's Masao Satow Library will hold its event on July 29; both events will kick-off with a ribbon-cutting at 11am.

Special Report on Library's Efforts to Support the Creative Economy

Caroline Chang, Arts Program Manager, provided a brief presentation on the Library's efforts around the Creative Economy. Chang has a background in performing arts. Her presentation (attached) highlighted the diverse array of programs from visual arts to performing arts to the written word. Chang shared positive feedback from the virtual creative series on careers, stating that participants felt it helped build their confidence.

The Library has partnered with cultural organizations ranging from LACMA to Get Lit. One example of a partnership is starting August 7, when the Library will host 5 free summer concerts at select locations with a diverse lineup of artists. The concerts are part of the LA County Department of Arts and Culture's Free Concerts in Public Sites program. Chang invited the Commission to attend the concerts.

Commissioner Liao asked how the sites are chosen and why San Gabriel is not part of the list. Chang responded that the Arts and Culture Department approached the Library and they looked at different elements such as outdoor space and other variables. They did not fund all the Library's suggestions. Deputy Director De Ramus added that they really tried to ensure equity regarding the concert locations, and they were diligent in terms of safety and facilities.

Commissioner Shih raised the issue of marketing and asked about branding of the Library alongside LACMA and other partners. Chang responded that these programs are chiefly marketed as a Library program featuring LACMA. All the partnership programs are virtual so far and staff has utilized their virtual marketing tactics already in place including flyers, emails, etc.

Commissioner Kuechle reminded commissioners that they can play an important role in spreading the word about these virtual programs.

Chair Calaycay suggested Claremont as a location as there is outdoor space across from the library.

LA County Library Budget Report

Grace Reyes, Administrative Deputy, LA County Library, presented and discussed the Library's budget and impacts from COVID-19. She stated that they will not close their books until almost the third week of August but are projecting underspending in the salary budget due to a lot of vacancies and underspending in total services and supplies. However, she reminded the Commission that there is still a structural deficit expected in 2025-26.

Commissioner Liao asked about American Rescue Plan Act (ARPA) funding to compensate for library workers' time related to other needs. Reyes responded that other County departments have also submitted requests for ARPA funds, and the CEO is trying to balance the disbursement of these funds based on County priorities and depending on federal guidelines.

Commissioner Chen asked if the \$1.2 million in interest was based off the operating account or a separate account that the Library is deriving interest from. Reyes said the Library does have certain trust funds that are able to generate interest but she would have to check and see exactly which trusts that is for. Not all Library's funds, such as their fund balance, sits in an interest-bearing account.

Commissioner Cleri Reale pointed out the \$361,000 donation line item and stated that this is where the Commission can truly weigh in and have impact by reaching out to friends, colleagues, donors.

Chair Calaycay thanked both De Ramus and Chang for their presentations.

Bylaws and Ordinance Revision Report

Chair Calaycay reported that the Bylaw and Ordinance Revision Ad Hoc Committee, chaired by Vice Chair Jim Allen, is working to update the bylaws, and is also working on an ordinance that must go through the Board of Supervisors. He stated that the Library Commission is one of the commissions that is not codified in County law and this ordinance will make things more stable.

Grace Reyes stated that the bylaw revisions do not need Board approval as long as County Counsel approves them. She sent Commissioner Allen some information on how the Library Commission was formed and, after reviewing that, maybe he will have better direction on next steps.

Chair Calaycay stated that Vice Chair Allen feels there is value to pursuing the ordinance and one Board office is willing to provide a letter of support. Commissioner Cleri Reale stated that if

Commissioner Allen needs the Commission's help in reaching out to the Board for support, he should reach out to the commissioners for assistance. Further discussion on this issue will be held for the next commission meeting.

Focus 2020-21 Subcommittee Reports

Discussion of next steps in the Commission's Focus 2020-21 recommendations.

Subcommittee: Tax/Bond Measures and Library Financing

Subcommittee Chair Calaycay reported that the subcommittee put forth their recommendations to Library staff and, at this point, decisions need to be made between administration and the Board if they want to pursue the heavy lift that's involved. Researching should begin at least two to three years out. Calaycay doesn't see specific steps for this subcommittee at this point.

Subcommittee: Philanthropic and Corporate Relations

Subcommittee Chair Cleri Reale stated that the Commission can help fill funding gaps and continue to support the Library Foundation. Next year is the 40th Anniversary of the Foundation and she sees it as an opportunity to raise funding with a campaign. In the meantime, there are plenty of gaps out there and commissioners can help fill them within their individual communities. She read through Library Foundation Director Andrea Carroll's recent announcements and requests for help but reminded commissioners that Carroll is only one person, and she needs commissioners to help.

Commissioner Medina shared how easy it is for commissioners to facilitate meetings with their contacts, citing some personal examples of how she reached out to her network.

What followed was a vibrant discussion about the Commission's role in fundraising, which ended with Commissioner Liao stating that he could secure funding for the cost of a free concert at San Gabriel Library but just needs to understand how to make the event itself happen.

Chair Calaycay encouraged commissioners to have a one-on-one meeting with Andrea Carroll to find out more ways in which they can help, and also asked that Commissioners Reale and Medina bring back some action items to the next meeting to reaffirm what commissioners should be doing to support the philanthropy efforts.

Subcommittee: Education/Center of Learning

Commissioner Kuechle stated that they are focused on publicizing activities going on with the library and encouraged commissioners to use social media and personal networks to spread the word about Library programs and services. Commissioners should be following the Library on social media and sign-up for Library emails—they will get a lot of information on what's going on at the Library and it will be easier to help spread the word.

Report on County Commissioner Networking Forum

Commissioner Cleri Reale reported on what was shared at the County's Commissioner Virtual Networking Forum on Diversity, Equity, and Inclusion.

Commissioner Comments/Announcements

In response to Commissioner Liao's desire to hold a concert event at San Gabriel Library, Commissioner Shih suggested a further discussion in September amongst the 5th District commissioners on how to bring a concert series to the libraries nearby by first securing funding through a corporation or foundation. If able to do so, then looping Library in for suggestions on potential artists. Commissioner Liao thanked Shih for her energy and re-stated his desire to help his community.

Chair Calaycay announced that the September meeting is scheduled on the same day that Yom Kippur begins. No commissioners expressed a conflict so Calaycay stated that the meeting will take place as scheduled. He also requested that Library staff add a phone number to the agenda that the public can call if they have any issues logging on to the virtual meeting.

Public Comment

There was no public comment.

Adjournment

Chair Calaycay then adjourned the meeting at 11:54 a.m.