

LA COUNTY LIBRARY COMMISSION



"Enriching Lives"

Wednesday, March 15, 2023
10:00 am – 12:00 pm

Diamond Bar City Hall
Windmill Room
21810 Copley Dr
Diamond Bar, CA 91765



As members of the Library Commission have requested this meeting be made accessible via video conference, the following satellite locations will be also available to the public:

A C Bilbrew Library
150 E El Segundo Blvd
Los Angeles, CA 90061

San Fernando Library
217 N Maclay Ave
San Fernando, CA 91340

AGENDA

1. **Call to Order, Pledge of Allegiance, and Roll Call**
2. **Recognition of Former Commissioners**
3. **Minutes**
Approval of minutes from the regular meetings on November 16, 2022, and January 18, 2023.
4. **Bylaws/Ordinance Ad Hoc Committee Update**
Jim Allen, Chair of the Bylaws and Ordinance Revision Ad Hoc Committee, will provide an update on the committee's efforts to revise the Library Commission bylaws and put forth an ordinance.
5. **Sunset Review Recap**
The Commission will provide a summary of its efforts and final feedback related to the 2021 Sunset Review recommendations.
6. **2022-23 Commission Goals and Objectives Reports**
Subcommittee Chairs will provide an update on the efforts of their respective subcommittees toward their goals and objectives:
 - a. Commission Benchmarking
 - b. Education & Community Needs
 - c. Legislative Advocacy
 - d. Philanthropy
7. **Library Commission 2022-23 Annual Report**
Discussion of the 2022-23 Library Commission Annual Report and formation of the Annual Report Ad Hoc Committee to prepare the report by the end of the fiscal year.

- 8. Selection of Nominating Committee Members**
Discussion and selection of the Commission's 2023 Nominating Ad Hoc Committee Members to initiate the process of selecting nominees and voting on Commission Chair, Vice Chair, and Secretary with voting to take place in May 2023 and appointments to take effect in July 2023.
- 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. New Business**
New Business items for the Commission.
- 11. 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.
- 12. Adjournment**

Accommodations: 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.

Supporting Documentation: Documents distributed to the Commission for this meeting will be made available for public inspection at the meeting location and satellite locations. Supporting documentation is available by appointment at Lawndale Library located at 14615 Burin Ave, Lawndale, California 90260, 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.

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Primary Location: Diamond Bar City Hall, Windmill Room

Satellite Locations: A C Bilbrew Library & San Fernando Library



REGULAR MEETING MINUTES

Call to Order, Pledge of Allegiance, and Roll Call

Chair Corey Calaycay called the meeting to order at 10:04 a.m. and began with the Pledge of Allegiance. Roll call was initiated; quorum was met.

Commissioners in Attendance: (12) Celeste Rodriguez, Corey Calaycay, David Lesser, Emmanuel Estrada, Göran Eriksson, James Allen, Jonathan Beutler, Joy Williams, Mary Mendoza, Nancy Kuechle, Reve Gipson, Steve Croft

Library Staff in Attendance: (3) Samangi Skinner, Sara Keating, Bryant Chow

Chair Calaycay welcomed everyone and introduced newly appointed commissioners as well as guest Rick Crosby, who will be joining the Library Commission in May.

Chair Calaycay introduced Diamond Bar Library's Community Library Manager, Cynthia Yu, who invited attendees to a tour of the library at the conclusion of the meeting.

Calaycay thanked the Diamond Bar Friends of the Library (FOL) for providing refreshments and decorations for the meeting.

Recognition of Former Commissioner

Chair Calaycay recognized former commissioner, Nancy Lyons, and presented her with a scroll from the Board of Supervisors. Lyons gave a brief speech thanking everyone for the honor.

Approval of Minutes

A motion to approve the minutes from the regular meeting on November 16, 2022, was made by Commissioner Croft and seconded by Commissioner Allen. The minutes were approved by a majority vote, with one abstention by Commissioner Rodriguez.

The minutes from the regular meeting on January 18, 2023, were not available for the Commission to vote on.

Bylaws/Ordinance Ad Hoc Committee Update

Vice Chair Jim Allen, Chair of the Bylaws and Ordinance Revision Ad Hoc Committee, reported that Commission Services will be recommending the ordinance to the Audit Committee, which will result in a Board Letter by the Executive Office to adopt these changes. Allen is hoping to get a timeline from the Executive Office to share at the next meeting, so Commissioners can advocate to the Board Offices for support.

Chair Calaycay provided a brief history on the establishment of the Library Commission and asked Vice Chair Allen if there is value in meeting with the Board of Supervisors, noting potentially pursuing a meeting with new 3rd District Supervisor, Lindsey Horvath. Vice Chair Allen agreed, noting how important the ordinance is to the sustained operation of the Library Commission.

- Commissioner Mendoza asked when the audit will take place.
 - Vice Chair Allen will find out as the ordinance and bylaw revisions are part of the Sunset Review recommendations, but he is currently unaware of the timeline.
 - Library Liaison Samangi Skinner recalled that the Sunset Review was extended through April 2023 and the Executive Office may take a month or so to get their recommendations together for the Audit Committee.

Sunset Review Recap

Vice Chair Allen reported on the Sunset Review indicating that the bylaw revisions and ordinance language are currently with the Executive Office for review. The Sunset Review Committee expressed that they are happy with the progress and endeavors of the Commission through the development of the subcommittees, bylaws, and structure, and that the Library Commission is operating as a “model commission”.

Vice Chair Allen stated that a previous meeting with the Sunset Review Committee during the initial Sunset Review period resulted in concerns by the Commission of not being afforded the opportunity to review the report and provide feedback prior to it being submitted to the Audit Committee. Allen suggests the Commission pursue seeing a final draft of the Sunset Review Committee’s recommendations this time around and setting up another meeting with the Sunset Review Committee prior to final submission to the Audit Committee.

2022-23 Commission Goals and Objectives Reports

Chair Calaycay provided some background of how the Commission Goals and Objectives came to be and outlined the purpose of each subcommittee, encouraging new Commissioners to join based on their interests. Subcommittees then reported on progress as summarized below.

Commission Benchmarking

Standing in for Subcommittee Chair, Tess Shih, Commission Vice Chair Allen reported that, in coordination with Library leadership, the subcommittee reached out to 20 libraries that mirror the functionality of LA County Library in terms of scale and support. Letters to the libraries were sent approximately two months ago; three survey responses were received. The subcommittee

along with Jesse Walker-Lanz, Library Assistant Director of Public Services, met with New York Public Library (NYPL) to talk about the structure and coordination between its library leadership and commission. The subcommittee is looking to connect with other library jurisdictions and may send another email out to encourage more responses to aid in the creation of a final report.

Education & Community Needs

Commissioner Kuechle reported that the subcommittee met with Debbie Anderson, Assistant Director of Education & Engagement, who informed them that as a result of the Community Feedback Sessions, one of the Library's objectives is to connect with non-library users. The subcommittee discussed ways to initiate this engagement, such as inviting the Library to participate in community events.

Another obstacle has been connecting with schools and superintendents. Commissioner Mendoza may be able to offer a contact to assist with this. Commissioner Kuechle stated that the City of Culver City invites principals and superintendents to special Storytimes to keep them engaged and informed of what is going on at the library.

Commissioner Kuechle also shared that acting as liaison between the Library and communities, sharing information on social media and amongst the people in the community, is helpful—a practice she herself has engaged in with great success. Kuechle indicated that these are types of support Commissioners can provide to Library Leadership to advance their efforts.

Commissioner Croft suggested coordinating with FOL groups as they tend to have connections with schools and teachers.

Legislative Advocacy

Standing in for Subcommittee Chair, Angie Medina, Commission Chair Calaycay reported that he and Medina met with the District Director for Assemblymember Lisa Calderon in the subcommittee's efforts to obtain budget funding requests through legislative offices. They were very receptive; however, the State is now facing budget deficits instead of surpluses. Commissioner Medina has also reached out to the offices of Senator Bob Archuleta and Congresswoman Linda Sanchez, and will reach out to Assembly Speaker Anthony Rendon's office.

- Commissioner Croft asked, in coordination with cities who have taken an opposition to the Business Round Table Initiative due to the impacts it will have on special districts, will the Legislative Advocacy Subcommittee look at the possibility of the Commission taking an opposition.
 - Chair Calaycay requested that Croft send materials to be shared with Medina so she can add it to the agenda for future conversations with the legislative offices.

Philanthropy

Standing in for Subcommittee Chair, Cleri Reale, Commissioner Calaycay shared that the Philanthropy Subcommittee is looking to schedule another meeting with the Library Foundation in April. Since the last meeting, the Foundation had a board retreat, facilitated by Commissioner

Cleri Reale, to discuss fundraising strategies and priorities, some of which will be incorporated into the Philanthropy Subcommittee's work.

National Library Giving Day is April 4th and April is Library Appreciation Month. Chair Calaycay encouraged Commissioners to give during this month, and to encourage friends and colleagues to do the same. He reminded Commissioners of the importance of giving to the Foundation and the goal of 100% participation by Commissioners.

Chair Calaycay mentioned that the Foundation's Executive Director, Andrea Carroll, has been great in reaching out to get to know the Commissioners and discuss the Foundation.

- Commissioner Williams requested the link for Foundation donations.
 - Library Liaison Skinner reported that Carroll will reach out in the following weeks and, in the meantime, Skinner will provide the link.
- Commissioner Eriksson asked what role the Commissioners play in this as he has noted that the Budget indicates a structural deficit. He inquired if there was a role for Commissioners to examine issues revolving around the deficit to find a solution for a more balanced budget.
 - Chair Calaycay indicated that the role of the Commissioners is more about providing feedback on library programming and services, with the Commission not holding much purview over budget.

Chair Calaycay informed new Commissioners that meetings often have presentations by Library leadership. These updates often provide the Commissioners the opportunity to advocate to Board Offices during the May meeting to encourage funding for certain areas, especially programming and other challenges. Credit was given to Library Director Skye Patrick and her cooperative efforts with other departments and agencies to be creative with those challenges. Chair Calaycay encouraged new Commissioners to get acclimated to the Commission by meeting with Director Patrick to discuss what she has done with the Library to date.

Library Commission 2022-23 Annual Report

Vice Chair Allen provided an update on preparation of the Commission's 2022-23 Annual Report. Commissioner Cleri Reale has been heading this effort in the past and will likely do so this year. Allen reported that the Annual Report Ad Hoc Committee is seeking two Commissioners to assist with the report and suggested that it would be a good way for the Commissioners to learn about what has been done and accomplished over the last year.

Commissioner Beutler asked when the draft would be due and if a standing timeline to complete a draft has been identified. Commissioner Allen responded that a guideline set in previous years would be followed and the committee would be seeking additional information from the Chairs of the Subcommittees to provide various reports and feedback to support the final report.

Commissioners Beutler and Williams volunteered their support.

Selection of Nominating Committee Members

Chair Calaycay requested members for the Nominating Committee to assist Vice Chair Allen with the Commission's annual election of officers: Chair, Vice Chair, and Secretary.

Commissioners Gipson and Williams volunteered their support.

Commissioner Comments/Announcements

Chair Calaycay shared the passing of former Library Commissioner and Chair, Richard Colbary. A Celebration of Life will be held for him on April 15th at Lomita Library. As additional information becomes available, Chair Calaycay will share with Commissioners.

Vice Chair Allen requested a future update from the Library on the Board of Supervisors' recent motion for the Sheriff's Department to partner with the Library on access to books in the jails.

- Library Liaison Skinner stated that an update can be provided as part of Director Patrick's report at the July meeting.
- Commissioner Rodriguez requested the language around that motion, which Skinner said she will provide to the Commission.

New Business

There was no new business.

Public Comment

Jim Dear, Councilmember for the City of Carson and twice former Library Commissioner, commented that in the last couple of years, many of the libraries were remodeled throughout the library system, including Carson Library. However, to his knowledge, all the other libraries have reopened except for Carson Library. The City was told that there are asbestos and lead paint issues that prevent them from reopening the library but it's been a year and a half since. Carson residents do have a satellite library at Dr. Martin Luther King, Jr. Library but it is much smaller, and constituents want Carson Library reopened.

- Chair Calaycay thanked Dear for his comment and will reach out to Director Patrick to respond.

A member of the Diamond Bar FOL shared that they hold a Librarian Lunch every year where they bring the two School Superintendents, school librarians, and the Diamond Bar Library librarians together. If emulated, this may be a way to connect to schools.

- Chair Calaycay thanked the Diamond Bar FOL for their feedback, and again for providing refreshments.

Adjournment

The meeting was adjourned by Chair Calaycay at 11:19 a.m. in memory of former Library Commissioner, Ricard Colbary.