



"Enriching Lives"

## LA COUNTY LIBRARY COMMISSION

**SPECIAL MEETING**  
**Wednesday, February 19, 2025**  
**10:00 am – 12:00 pm**



**West Covina Library**  
1601 W West Covina Pkwy  
West Covina, CA 91790

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

**AC 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 and Pledge of Allegiance**

**2. Roll Call**

**3. Bylaws/Ordinance Ad Hoc Committee Recommendation**

The Bylaws and Ordinance Revision Ad Hoc Committee will present for approval the final language for the Commission's ordinance and bylaw revisions. The Office of County Counsel will prepare the ordinance for recommendation to the County of Los Angeles Board of Supervisors.

**4. Public Comment** *(Limited to 3 minutes per speaker.)*

Opportunity for members of the public to address the Library Commission regarding special agenda items.

Those who wish to provide public comment, may also provide written public comment via email to [librarycommission@library.lacounty.gov](mailto:librarycommission@library.lacounty.gov). The deadline to submit written public comment is Tuesday, February 18, 2025, 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.

**5. Adjournment**

**Accommodations:** For ADA accommodation, 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 Bruin Ave, Lawndale, California 90260, and may also be accessible on the LA County Library Commission website at [LACountyLibrary.org/Library-Commission](https://LACountyLibrary.org/Library-Commission). To make arrangements, please contact [librarycommission@library.lacounty.gov](mailto:librarycommission@library.lacounty.gov).



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San Fernando Library



**SPECIAL MEETING MINUTES**

**Call to Order and Pledge of Allegiance**

Chair Corey Calaycay called the meeting to order at 10:00 a.m. and led the Pledge of Allegiance. Roll call was initiated, and quorum was met.

**Commissioners in Attendance: (17)** Angie Medina, Corey Calaycay, David Lesser, Dean Francois, Emmanuel Estrada, James Allen, Joy Williams, Kim Ting Yu, Linda Freedman, Lisa Cleri Reale, Marianne Riggins, Mary Mendoza, Nicole Payton, Reve Gipson Parks, Rick Crosby, Ruth Low, Vilma Cuellar Stallings

**Library Staff in Attendance: (2)** Samangi Skinner, Sara Keating

**Chair Announcements**

Chair Calaycay thanked the Commissioners for taking time out of their schedules for the special meeting. He expressed great concern for everyone impacted by the fires. He stated how grateful he is that the Commission will have dedicated time to wrap up open issues related to the proposed Ordinance/Bylaws.

Chair Calaycay reintroduced the newest Commissioner – Linda Freedman, Mayor of the City of Walnut, who was appointed by Supervisor Hilda Solis. Commissioner Freedman responded by saying how excited she is to be a part of the Commission's work.

**Bylaws/Ordinance Ad Hoc Committee Recommendation**

Ad Hoc Committee Chair Jim Allen explained that the committee had worked with County Counsel and have a final draft Ordinance to review with the Commission. Once the Commission approves the document, it will move back to County Counsel for a Board Letter which will take 2-3 months at which time it will be placed on a Board Agenda. Allen pledged that he would continue to work closely with County Counsel and County Library leadership.

Allen then walked through the draft ordinance taking questions throughout the presentation. He explained that the concept of a new ordinance began because of the challenge of making quorum at the commission meetings. He stated an additional challenge of receiving City Selection choices in a timely fashion. Need better foundation for commission to operate in the future due to early concerns about sunset process and how that was handled.

Highlights of the discussion that ensued are below:

- Committee Chair Allen pointed to Section 3.82.020 which reflects some minor changes to the description of the purpose of the Library Commission
- A discussed ensued about Section 3.82.030 B2 -- deleting the reference to “and no city served by the County Library shall have more than one appointee.” In that same section, it was discussed that the City Selection Committee will still have authority to make recommendations but the final appointments would be made by the LA County Board of Supervisors.
- There was discussion about the number of City Selection appointees which is currently 10: two per Supervisorial District.
- There was discussion about potentially 5 at-large seats vs. 10.
- Committee Chair Allen and Commission Chair Calaycay explained the challenge caused by the imbalance among districts with some districts having many more cities than others.
- Commissioner Low asked if there are other commissions within the County that operate like the Library Commission.
  - Committee Chair Allen responded that the revised Ordinance makes the Library Commission more consistent with others. He reminded everyone that the Library Commission was established by a Board of Supervisors Letter but what typically happens with most County commissions is that they have a more formalized process.
  - Chair Calaycay explained that the new Bylaws/Ordinance will make things easier especially regarding the Sunset Review which currently takes place annually and is a lot of work. With a new Bylaws/Ordinance in place, the Sunset Review will take place every four years.
- Commissioner Francois asked whether a final vote was needed regarding the redlined draft.
  - Chair Calaycay explained that the special meeting provided an opportunity to tweak language or provide Committee Chair Allen with feedback. He also reiterated that this project has been ongoing for almost a decade. The work originally started with quorum modifications and has evolved.
  - Committee Chair Allen explained that the proposed document reflects years of work.
- Committee Chair Allen also pointed out other sections of the document that remain untouched such as the Duties, Meetings, Activities sections. He noted that the use of satellite locations does not need to be included in the document.

- Committee Chair Allen referred to the Section 3.82.090 B titled Self Governance. There is a change here that states “a majority of the Commissioners shall constitute a quorum.” This is significant as the previous requirement calculated the quorum based on the number of seats on the Commission rather than the actual Commissioners.
  - Commissioners Cleri Reale, Medina and Crosby all commented on what an improvement this is as it allows a quorum to be reached.
- Lastly, while there are no changes to Section 3.82.100 about Officers, Committee Chair Allen reiterated the importance of having new faces and new ideas and asked everyone to consider becoming an officer of the Commission.

At this time Committee Chair Allen asked for final comments/questions.

- Commissioner Lesser stated that he remembers Commissioner Allen working on the Bylaws/Ordinance back when Lesser was first on the Commission. He thanked Commissioner Allen for the time he has spent and for his commitment to making perfect what was identified an imperfect component of the Commission.
- Commissioner Francois commented that City Selection Committee is problematic as it’s difficult for them to meet and secure a quorum which results in a delay filling Commission vacancies. He asked if it could be changed.
  - Chair Calaycay responded that when there is a vacancy, it puts pressure on City Selection to fulfill its duties. He has also suggested that City Selection utilize the satellite site model to increase participation.
  - Commissioner Lesser commented that many efforts to review the City Selection process over the years have been interrupted.
  - Commissioner Crosby commented that the City Selection Committee can often ensure that vacancies are filled with individuals who are engaged and who show up to meetings.

A Motion was made by Commissioner Medina and seconded by Commissioner Low to forward the draft Bylaws/Ordinance with the suggested modifications back to County Counsel and provide Committee Chair Allen with the flexibility to negotiate any further edits. The Motion was unanimously approved.

### **Other Comments**

Chair Calaycay welcomed new Commissioner Marianne Riggins from Malibu. He also acknowledged the interim West Covina Library Manager Joanna Dee. Dee commented that the library re-opened a year ago and is so beautiful. She welcomed Commissioners to take a tour after the meeting.

Commissioner Allen congratulated Skye Patrick for receiving the 2025 James Irvine Foundation Leadership Award. He commented that the Library has received many accolades over the years, and we should all be proud.

Commissioner Medina commented that sometimes people are appointed to a Commission but don't really want to be on it. She stated that this is what happened to her but after her first Commission meeting, she got very excited and enthusiastic – completely flipping her original thinking.

Chair Calaycay commented about the importance of the Library Foundation. He will ask Foundation Executive Director Andrea Carroll to reach out to the new Commissioners. He acknowledged the support from the City of Malibu and former Commissioner Laura Rosenthal that allowed the hiring of the Foundation Executive Director and the rebirth of the Foundation. He reminded everyone that the LA County Library Foundation can be as strong as the City of LA Library Foundation.

Commissioner Allen commented that Samangi Skinner and Sara Keating need photos and bios from the new Commissioners ASAP.

**Public Comment**

There was no public comment.

**Adjournment**

Chair Calaycay adjourned the meeting at 11:05 a.m.