



"Enriching Lives"

## LA COUNTY LIBRARY COMMISSION

Wednesday, July 16, 2025  
10:00 am – 12:00 pm

**Gardena Mayme Dear Library**  
1731 W Gardena Blvd  
Gardena, CA 90247



The Library Commission meeting will also be accessible to the public via video conference at the following satellite locations:

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

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

### AGENDA

- 1. Call to Order and Pledge of Allegiance**
- 2. Roll Call**
- 3. Minutes**  
Approval of minutes from the regular meeting on May 19, 2025.
- 4. Library Commission 2025 Election**  
The Ad Hoc Nominating Committee recommends voting on the 2025-2026 Election of Officers. Elected officials' positions will take effect immediately following the July 16, 2025 meeting. The nominees are as follows:  
  
**Chair:** Corey Calaycay  
**Vice Chair:** Jim Allen  
**Secretary:** Lisa Cleri Reale
- 5. Library Commission 2024-25 Annual Report**  
Lisa Cleri Reale, Chair of the Annual Report Ad Hoc Committee, will provide an update on preparation of the Commission's 2024-25 Annual Report.
- 6. Philanthropy Presentation**  
2024-25 Philanthropy Subcommittee Chair Lisa Cleri Reale will present on ways the Library Commission can support the LA County Library Foundation and philanthropic efforts that support LA County Library.
- 7. 2025-26 Commission Goals and Objectives**  
Commissioners will establish new goals and objectives for 2025-26 and identify new or continuing subcommittees and subcommittee chairs.

**8. 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.

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

Opportunity for members of the public to address the Library Commission on items of interest within the jurisdiction of the Library Commission.

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). Deadline to submit written public comment is Tuesday, July 15, 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.

**10. Commissioner Comments, Announcements, or New Business**

Matters not posted on the agenda, to be discussed and (if requested), placed on the agenda for action at a future Commission meeting, or matters requiring immediate action because of an emergency or when the need to act arose after posting the agenda.

**11. Adjournment****Upcoming Meetings:**

**Wednesday, September 17, 2025**  
**10:00 a.m. – 12:00 p.m.**  
**Claremont Helen Renwick Library**

**Wednesday, November 19, 2025**  
**10:00 a.m. – 12:00 p.m.**  
**La Mirada Library**

**Accommodations:** If you require a reasonable accommodation to participate in this event, such as materials in an alternative format, call (562) 940-8462 (voice) or (562) 940-8477 (TTY), Monday - Thursday, 8 am - 5 pm, at least six business days prior to the meeting date to discuss your accessibility needs.

**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](http://lacountylibrary.org/library-commission). To make arrangements, please contact [librarycommission@library.lacounty.gov](mailto:librarycommission@library.lacounty.gov).



**LA COUNTY LIBRARY COMMISSION  
REGULAR MEETING  
Wednesday, July 16, 2025  
10:00 am – 12:00 pm**



**Primary Location:** Gardena Mayme Dear Library  
**Satellite Locations:** San Fernando Library and  
West Covina Library

**REGULAR MEETING MINUTES**

**Call to Order, Pledge of Allegiance, and Roll Call**

Chair Calaycay called the meeting to order at 10:05 a.m. and thanked everyone for attending. Everyone joined in the Pledge of Allegiance. Roll call was taken, and a quorum was met.

**Commissioners in Attendance: (13)** Angie Medina, Corey Calaycay, David Lesser, Dean Francois, Kim Ting Yu, Lisa Cleri Reale, Marianne Riggins, Mary Mendoza, Nicole Payton, Reve Gipson, Rick Crosby, Ruth Low, Steve Croft

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

**Approval of Minutes**

A motion to approve the minutes from the regular meeting on May 19, 2025, was made by Commissioner Riggins and a second was provided by Commissioner Croft. The motion was unanimously approved.

**Library Commission 2025 Election**

In the absence of Ad Hoc Nominating Committee Chair James Allen, Commissioner Croft reported on the work of the Committee. Croft acknowledged the entire committee: Commissioner Allen as Chair and Commissioners Croft, Gipson and Payton as members. The Committee opened nominations on June 16<sup>th</sup> via email. One nomination was received and that nomination was for the current slate of officers:

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

A motion was made by Commissioner Croft and a second was provided by Commissioner Medina to approve the above slate. The motion was unanimously approved.

**Chair Remarks**

Chair Calaycay thanked everyone and stated that the meeting's primary location, Gardena Mayme Dear Library, is named after former Commissioner Jim Dear's mother. Jim Dear

could not attend the meeting as he was traveling internationally, but he conveyed his regards to everyone via Chair Calaycay. Calaycay introduced Andrea Simental, the Community Library Manager of Gardena Mayme Dear Library. Simental welcomed everyone to the building, which was dedicated in 1964, and offered a tour after the commission meeting where commissioners can see a tutoring and science program in progress as well as other areas of the library.

### **Library Commission 2024-25 Annual Report**

Lisa Cleri Reale, Chair of the Annual Report Ad Hoc Committee, provided an update on the preparation of the Commission's 2024-25 Annual Report. She reminded commissioners that this report is due each year and that out of hundreds of commissions, the Library Commission is proud that it is among the small percentage of commissions that completes its report. She thanked subcommittee and ad-hoc committee chairs, Allen, Crosby, Medina, Shih, along with Commissioner Lesser for reviewing key sections of the report and providing feedback. She reminded everyone that the Annual Report is due to LA County Commission Services by the end of September so it will be on the September Commission agenda for approval. She asked every commissioner to review it and provide feedback.

- Commissioner Francois asked about the format of the report including sections and wording.
  - Commissioner Cleri Reale responded that Commission Services created a strict template for the Annual Report and that the draft being presented follows that template.
- Several commissioners suggested a fresh review of the DEI section with possible updates based on the current climate across the country.

A revised version of the Annual Report will be submitted to commissioners as part of the September meeting packet.

### **Philanthropy Presentation**

2024-25 Philanthropy Subcommittee Chair Lisa Cleri Reale presented ways the Library Commission can support the LA County Library Foundation and its efforts to support LA County Library. Commissioner Cleri Reale reminded commissioners that this subcommittee is comprised of both Library commissioners and Foundation directors. She presented a PowerPoint that included multiple potential sources of revenue for the Library Foundation – all of which would support LA County Library. Under each source of revenue, she shared strategies that commissioners can use to secure funding. She thanked both Commissioner Payton and Library Foundation Executive Director Andrea Carroll for their input.

After reviewing the slides, Commissioner Cleri Reale asked the following questions:

- Do these strategies seem feasible to you?
- What tools do you need to pursue funding?

- Do you have any ideas or thoughts about possible ways to secure more funding?

A vibrant discussion followed:

- Commissioner Payton suggested that easily digestible information is needed that can be shared with potential donors. She stated that she is pleased to hear that a grant writer was hired by the Library. She stated that the Library or Foundation should repurpose different programs and stats to create or update collateral material.
- Commissioner Riggins stated that Malibu Library hosts a speaker series, and she has asked LA County Library for a QR code that can be available at these events so that people who enjoy them can donate. She suggested that since most of the events are free, people will feel good about donating. She further suggested having a QR code on display at all events including at circulation desks and in the children's sections. She commented on the idea of pitching stories to local papers, stating that it's a good idea but reminding everyone that social media is really taking off and there are opportunities there as well. She reminded everyone of the power of Tik Tok groups that might be connected to the Library. She asked if an influencer can be identified who can visit one of the libraries and post about it. She also suggested an app about LA County Library's free services.
- Commissioner Croft suggested a simple "How to Donate" brochure to be shared with the various Friends of the Library groups. He stated that his local Friends group donates their time, but they could also give cash if asked. He also suggested giving a QR code to all the Friends groups willing to ask for donations.
- Commissioner Riggins said that Malibu Library also has a Friends group that is selling materials and books. She suggested that some patrons will not purchase anything but might want to donate to the Foundation.
- Chair Calaycay reiterated that Commissioners can connect with potential donors at local chamber or networking events and share materials about LA County Library and the Library Foundation. He added that anybody attending these events should give out their commission business card.
- Commissioner Payton commented that the QR Code should be on the back of the commission business cards.
- Commissioner Crosby stated that all the points raised in the slide presentation are relevant to him and that each Commissioner needs to leverage their own expertise in their local communities where they live and work. He expressed concern about going after Friends groups as these groups give to their local library and it's sometimes difficult to convince them to give to a larger organization.
- Commissioner Medina asked if the Library Foundation knows how to address targeted funds for local libraries.
  - Commissioner Cleri Reale responded that they do have that expertise.
- Commissioner Lesser asked how the City of LA's Library deals with Friends groups?
  - Commissioner Cleri Reale responded that they tend to leave them to their individual work but do try to coordinate on certain projects.

- Commissioner Lesser asked Commissioner Payton whether a pitch based on data is best or a policy-based appeal like censorship is best.
  - Commissioner Payton responded that she would not use policy but focus on data.
- Commissioner Lowe state that her City has a strong Friends group, but not all groups are strong. She suggested looking at a special list of libraries without strong Friends groups and have the Library Foundation help in those areas. She also suggested a short social media message or video to post when people are checking out along with a QR code.
- Commissioner Mendoza has asked various city and other colleagues for help with lots of things but never thought of asking them to help the library, something that she will now do.
- Commissioner Payton stated that it's important when soliciting donors to distinguish between the City of LA's Library and LA County Library. She suggested a collaboration between the two.
  - Commissioner Cleri Reale replied that this has already come up in conversation with the Library Foundation of LA President and that LA County Library Director Skye Patrick has also considered this potential collaboration.
- Commissioner Payton also asked if the top Donor Advised Funds such as California Community Foundation (CCF) and Whittier Trust know about the LA County Library Foundation.
  - Commissioner Cleri Reale stated that CCF is well aware of the Library Foundation and LA County Library but not sure about Whittier, but she can check.
- Commissioner Payton also asked if it's possible for funds to stay at a local library and if there is infrastructure to support this.
- Commissioner Crosby suggested that local businesses and realtors, etc. always want visibility and their names out there. He asked if it's possible to promise them visibility for their support.
  - Commissioner Cleri Reale responded that websites can include donor names as well as flyers. She cited the annual bookmark contest where donors are recognized on the bookmarks. She added that larger visibility opportunities need to be run by both Skye Patrick and Andrea Carroll.
- Commissioner Riggins asked for the dollar amounts of specific programs – what it costs to run them. She asked if the commissioners could see those lists and costs for each program.
  - Samangi Skinner suggested starting with a review of what the Foundation is sharing as they are aware of where the need lies.
- Chair Calaycay asked if legislators are encouraged to go to their personal networks and ask for support of LA County Library. He also raised the idea of a gala event as the City of LA's Library has a successful one.
  - Both Commissioners Cleri Reale and Payton raised concern about the event idea as it would involve a great deal of capacity and time. Commissioner

Cleri Reale stated that she ran the City’s annual gala as well as its Literary Feasts and the County Foundation is not even close to the infrastructure that would be required for either event.

- Chair Calaycay suggested annual sponsorship levels, similar to what the Claremont Chamber implements (e.g., Platinum Sponsor, Bronze Level Sponsor). He asked if the Library Foundation can create a similar structure.
- Commissioner Payton reiterated the need for clarity on the data.
- Commissioner Riggins would be interested in collateral material that ends with a QR code and offers different funding opportunities with information about the different programs.
- Commissioner Payton asked what the line is between a commission role and foundation and fundraising role.
  - Commissioner Cleri Reale responded that these roles have evolved over the years, and all the Board of Supervisors offices are now looking at the need for more fundraising support by commissions especially in light of the County’s fiscal challenges. She cited Supervisor Mitchell’s request to many commissioners to help raise funds for key County departments.
- Chair Calaycay stated that the Claremont Friends of the Library group hosts a spelling bee, and all the college presidents are involved. The event includes a silent auction and no food, so the overhead cost is low. He suggested something like this.

### **2025-26 Commission Goals and Objectives**

Each subcommittee reported on their new goals and objectives.

**Commission Benchmarking:** In Subcommittee Chair Jim Allen’s absence, Chair Calaycay shared that this subcommittee will continue as-is for now and is planning to add San Francisco and other possible library systems to their interview list. Samangi Skinner stated that the Subcommittee will finalize their report later this year and determine the potential transition of the subcommittee to a different focus.

**Legislative Advocacy:** Subcommittee Chair Medina reported that, based on the current State budget and projected shortfall, the subcommittee is not expecting any major funding soon. However, she remains optimistic as there has been positive feedback from several legislators—including State Assemblymember Lisa Calderon, Assemblymember Celeste Rodriguez, Congressmember Luz Rivas, and Congressmember Sydney Kamlager-Dove—some of whom are open to LA County Library submitting a request for funding. Commissioner Medina thanked Commissioner Mendoza for setting up the meeting with Rodriguez and thanked Debbie Anderson, Grace Reyes, Sara Keating and Samangi Skinner for all the help they have provided.

**Education & Community Needs:** Subcommittee Chair Crosby reported that the subcommittee has met, and their goals include continuing to advance the Library’s work

with various constituents as well as building a group of partnerships that can help advance and strengthen the work and ensure that youth are being heard.

**Philanthropy:** Subcommittee Chair Cleri Reale thanked everyone for the very helpful suggestions that were made during the special philanthropy presentation. These suggestions will be reviewed by the Philanthropy Subcommittee and prioritized.

Chair Calaycay stated that Commissioner Payton should be removed from Legislative Advocacy and will stay on the Philanthropy Subcommittee. At the request of commissioners, the subcommittee rosters were reviewed.

- Commission Benchmarking's future will be discussed by the subcommittee.
  - Chair: Commissioner Allen
  - Members: Commissioners Mendoza, Croft and Uphoff
- Education & Community Needs will remain in place.
  - Chair: Commissioner Crosby
  - Members: Commissioners Cuellar Stallings, Freedman, Low and Riggins
- Legislative Advocacy will remain in place.
  - Chair: Commissioner Medina
  - Members: Commissioners Francois, Shih, Estrada
- Philanthropy will remain in place.
  - Chair: Commissioner Cleri Reale
  - Members: Commissioners Gipson, Yu, Lesser and Payton

Chair Calaycay asked that any commissioner who was not mentioned should let him know so they can be assigned a subcommittee. He also asked if there is a need for a new subcommittee or if the Commission Benchmarking Subcommittee needs to shift focus.

- Commissioner Lesser stated that for the Library, the budget is a key issue suggesting that perhaps there is room for a subcommittee focused on one aspect of fundraising.
- Samangi Skinner stated that Skye Patrick is looking to bolster the Foundation and can use help with this.
- Commissioner Croft suggested that perhaps a new focus of the Benchmarking Subcommittee might be to identify which library systems have foundations and contact them and ask how they operate.
- Commissioner Payton reiterated the gray area between the role of the commissioner and the role of foundation director or fundraiser.
- Samangi Skinner stated that the Commission functions as both an advisory and advocacy body so it has the capacity to perform in this manner.
- Chair Calaycay stated that the door is always open for commissioners to suggest other topics for potential subcommittees. He also added that an effort should be made to re-engage former commissioners to support subcommittee efforts. He

called on Commissioner Cleri Reale to help reach out to former Commissioner Vy Nguyen.

- Commissioner Riggins asked the question where the Library is going to be in 10-20 years and what role will it serve for the community, citing that it's not the Library she grew up with. She asked if the Commission should be more forward thinking and assess what issues should be considered in the future.
- Commissioner Lesser asked what the deadline is for deciding about a potential new subcommittee.
  - Chair Calaycay responded that it is open ended.

### **Bylaws/Ordinance Ad Hoc Committee Update**

Chair Calaycay stated that there was no new update.

### **Public Comment**

There was no public comment.

### **Commissioner Comments, Announcements, or New Business**

- Commissioner Low announced the Diamond Bar Friends' Annual Wine Soiree Fundraiser on Sunday, July 27, from 4 to 7 p.m. The event includes food, wine and music and is well supported by the community.
- Chair Calaycay announced that the next commission meeting will be held at Claremont Helen Renwick Library. He stated that, with the help of County Librarian Skye Patrick, there is now signage acknowledging local philanthropist Helen Renwick whose name is part of the library and a rededication ceremony is in the works. Calaycay also announced that the final commission meeting of the year will be held in November at La Mirada Library.
- Samangi Skinner thanked the Library's Information Technology team for the new microphones at commission meetings, which have resulted in much better audio.

### **Adjournment**

Chair Calaycay adjourned the commission meeting at 11:40 a.m.