

LOS ANGELES COUNTY LIBRARY COMMISSION MEETING

DATE: Wednesday, March 16, 2016

TIME: 10:00 a.m. – 12:00 p.m.

PLACE: Duarte Library
1301 Buena Vista Street
Duarte, CA. 91010

AGENDA

Welcome, Pledge of Allegiance and Roll Call

1. Approval of Minutes of meeting
 - February 17, 2016
2. Announcements from County Library Director
 - Budget Update (Ting Fanti)
 - Passports (Susan Baier)
3. Announcements from Chair
4. Commissioner Items/Comments
 - Ad Hoc Commission / Foundation Committee
 - San Fernando Library Meeting Location (April)
5. Public Comments (limited to 3 minutes per speaker)
6. Adjourn

NOTE: The April Meeting will be held on Wednesday, April 20, 2016 at Library Headquarters.

May: HOA

June: LHQ Headquarters

July: Culver City

August: Dark

September: Compton

October: Huntington Park

November: La Crescenta

December: Dark



**Library Commission
March 16, 2016 Meeting Minutes**

Pledge of Allegiance

The meeting was called to order at 10:05 a.m. Chairman Calaycay led the Pledge of Allegiance and all attendees participated.

Roll Call

Quorum is 6 members out of 20 – not achieved.

Commissioners in attendance – 6: Chairman Corey Calaycay and Commissioners James P. Allen, Lisa Cleri Reale, Waymon Roy, Cynthia Sternquist, and Martha Arevalo.

Commissioners absent – 12: Commissioners Bob Archuleta, Vy Nguyen, Jose Luis Solache, Revé Gipson, Laura Zahn Rosenthal, Robert Gonzales, Joy C. Williams, Sonny Santa Ines, David Lesser, Richard Colbary, Herb Hatanaka, and David Spence.

Vacancy – 2: Second District (City Selection Committee and Supervisorial appointee now that Velma Ashford retired recently).

Library staff in attendance – 9: Skye Patrick, County Librarian; Yolanda De Ramus, Chief Deputy; Arena Turner, Acting Assistant Director of Administrative Services; Susan Baier, South Region RA; Susan Nock, newly appointed President of Friends of Duarte Library; Joanna Gee, Duarte CLM; Louix Escobar-Matute, East Region RA; Roxane Marquez, Special Assistant for Communications; and Sydneka Moore, Management Secretary to the Chief Deputy.

Commissioner Reale said she drove 60 miles to get to the meeting and expressed unhappiness that some Commissioners are not taking attendance as seriously as they should. Commissioner Calaycay agreed with Commissioner Reale and noted that these are regularly scheduled meetings. He acknowledged the fact that there was some miscommunication on how to participate in this meeting from San Fernando. He also noted that the last two meetings had better attendance. Commissioner Arevalo noted that the only thing to vote on and approve at this meeting is the minutes.

Chairman Calaycay then asked all people present to make introductions – which everyone did.

Approval of Last Meeting's Minutes

Minutes were not approved due to lack of quorum.

Announcements from the County Library Director

Skye Patrick noted that she and Library staff met with the third district and it was positive. They discussed the Library Commission. Commissioner Allen asked what the task would be that the Third District had for the Commission and Skye Patrick answered that the expectation of the Board of Supervisors members is that the Commission assist the Foundation. Skye Patrick pointed to the City of Los Angeles Library Foundation as an example of solid fundraisers and encouraged the Commissioners to help the County Library Foundation members gain focus.

Commissioner Reale said she would be happy to assist, especially since the City's Foundation Board was a client of hers for years. She recommended that the County Library Foundation have a Board that consisted of corporate members as well as individuals. Commissioner Allen noted that the Los Angeles Public Library received lots of media coverage and perhaps the Foundation could set up a relationship with them and get advice. Skye Patrick reiterated that the Foundation needs some guidance and that the Third District envisions Commissioners helping Foundation members achieve fundraising goals. Commissioner Roy noted that the Library Foundation used to have a big event at The Music Center each year and recommended reestablishing the Foundation Board. Commission Chair Calaycay added that the Commissioners could help by recruiting people to fill vacancies on the Foundation.

Skye Patrick then reminded all attendees of the Artesia Library Groundbreaking Ceremony on April 13 at 2 p.m. and of the Library Breakfast on April 14 at the Rio Hondo Event Center.

Presentation – Budget Update

Skye Patrick clarified that there would be no budget update at today's meeting.

Presentation – Passport Program

Susan Baier, South Region RA made a formal presentation. She started by explaining that, a year ago, the County Public Library was approached by the State Department and asked to participate as a Passport Acceptance location. Many libraries provide that service – Whittier Public, Buena Park, Palos Verdes all do it. At the ALA meeting in Boston, there was a presentation by the State Department and they are actively encouraging more libraries to participate because many Post Offices are getting out of the business and libraries have great customer service reputations – plus libraries have a reputation for caring about confidentiality. The County of Los Angeles Public Library piloted the program in October 2015 at Lancaster and Duarte. Since then, almost 500 passport applications have been processed at Lancaster and over 200 at Duarte. In February, the Library had 94 applications in Duarte and 98 in Lancaster.

Commissioner Reale asked how people know about the passport service. Susan Baier replied that we have a Passports section on the Library's website. We have information posted at our libraries – and at the State Department website, when you go to the link to get passport information, you enter your ZIP code and we now appear.

Susan Baier then elaborated that Duarte is appointment-based. They have a week-long waiting period, but that is good because some places will say you can come in a month. Lancaster is a bigger Library and they have bigger staff. They do appointments during the week, but they designated Thursdays from 10 a.m. to 3 p.m. as walk-in. They've done that for two weeks and they had 30 appointments in that five-hour window. This is bringing back customers who may not have been to the Library in a while. And when people are in our libraries, they're looking at all our fantastic resources. There are several requirements to becoming a passport site. There is a training process provided by the State Department and it takes eight hours. It can be done in-person – Joanna Gee, our Community Library Manager at Duarte Library, was one of the first agents – or online. There are three certified passport acceptance agents at Duarte and at Lancaster we have eight. Only permanent employees can be passport acceptance agents. They do have to apply each year and take a refresher course.

Commissioner Reale asked what kind of impact handling passport applications had on Library staffers' ability to do their day-to-day jobs. Susan Baier replied that staff is good at managing time and resources and that it helps that the service is appointment-based – but it does take time. The State Department is identifying areas of expansion for the program.

Susan Baier then announced that we are hosting a Passport Open House at Lancaster Library and she passed out flyers with details. She noted that Howard Josephs of the State Department has helped us locally and we are really lucky to have him. She added that we have been giving our passport customers luggage tags and they love it. And she stated that two forms of payment are necessary for a passport: One for the State Department and a \$25 fee that goes to the Library.

Commissioner Reale asked how many sites we envisioned providing this service. Skye Patrick answered that, ideally, we would want these at all libraries that we could staff but that may not be realistic. So our goal would be to have it represented at each region – and she said she could see us making the case for it to be in the South Region.

Joanna Gee, Duarte CLM, said that since the Post Offices no longer are processing passport applications, the Library is in contact with them almost every day since they do refer people to the Library for the services – and they do tell customers to call us to make an appointment. She said it started off slow but through word of mouth we're getting calls every day.

Skye Patrick added that in her previous position in Broward County, Florida, people called all the time for this service and that she could see it changing for libraries – that a lot of libraries are including this service.

Susan Baier notes that lawmakers love this service being offered at libraries and that they get all kinds of referrals on how to get passports.

Commissioner Roy said he felt it was an excellent service for libraries to offer because now that the services has been pulled away from the Post Office, it will bring the community more to the libraries as they did in the old days. He felt it was a huge upscale move for the Library and added that when he got his first passport, he had to drive all the way to the Federal Building on Wilshire Boulevard in West Los Angeles.

Chairman's Announcements

Chairman Calaycay said that with regard to the budget, May is when the Board of Supervisors normally has budget hearings and that Commissioners that would like to be a part of it should please stay advised of the schedule. He noted that in May, we will have our meeting at the Hall of Administration and that it is the Commissioners' opportunity to get the Board deputies' thoughts on that process.

Commissioner Sternquist said that Supervisor Antonovich had a legislative breakfast a few weeks ago and she said she asked him what he was planning to do for Library funding. He evidently answered that the State Legislature was considering passing a bill that would take a portion of the school tax that every city has to pay and some of it would go to the libraries. Commissioner Calaycay asked if Supervisor Antonovich was referring to Educational Revenue Augmentation Fund dollars, or "ERAF" funding. Commissioner Sternquist answered that she was not sure and asked County Library management if they were aware of any such bill. Skye Patrick, Yolanda De Ramus, and Susan Baier answered that they were not. Commissioner Reale said she felt such a shift in funding would create uproar since it would pit libraries against educational groups. Skye Patrick said Library staff would look into the matter and Commissioner Reale recommended that Commissioners go back to Board offices to see what they could learn there. Commissioner Sternquist will also look into this matter.

Yolanda De Ramus then clarified that, per the CEO, May 11 is the date of the public hearing for the budget and it typically starts at 9:30 a.m. Commissioner Calaycay asked for talking points as to some key concerns and Yolanda De Ramus said Commissioners would receive them. Commissioner Arevalo asked if staff would present a Library budget at the May 11 Public Hearing meeting. Yolanda De Ramus said we would not – that the CEO would do the budget presentation. Commissioner Arevalo asked if the Library had submitted a budget. Skye Patrick said that task had already been completed; that the CEO will speak to the entire county budget; that sometimes Departments are asked to present; but that the Library had not been asked to present thus far. Chairman Calaycay described how, the first time he went through the budget process, the Library asked that budget cuts be restored and with interest. Commissioner Arevalo asked if the Library had a sense of what will be presented and areas of concern. Yolanda De Ramus answered that while we did not know what specifically the CEO would present, we know that there will be an emphasis on the homeless initiative

and the jail plan. Chairman Calaycay added that the libraries have a lot of involvement with homelessness.

Commissioner Arevalo said that talking points would be great but she would like budgetary details so she could have a more substantive discussion. Chairman Calaycay said that, in this case, we would need details on where the Library is from a budgetary perspective and he noted that he would like to have a substantive discussion, a more detailed budget review. Skye Patrick said that the Library certainly could provide Commissioners with a presentation and talking points and move on from there. Commissioner Allen said that the Los Angeles County Board of Supervisors and the City of Los Angeles are focused on homeless initiatives and there is a huge gap in funding; that libraries are great avenues to reach out to public; and that the homeless are big users of libraries. He asked if the Commission could ask the Board of Supervisors for supporting programmatic help. Skye Patrick replied that we have staff allocated to the Homeless Task Force and that they are coming up with models – but as for funding from the Board of Supervisors for wrap-around services, the task force is still strategizing.

Commissioner Items/Comments

Ad Hoc Commission/Foundation Committee

Commissioner Allen said that the Committee hadn't met since last time. He encouraged fellow Commissioners to help breathe new life into the Foundation. Chairman Calaycay asked if they had challenges meeting quorum at the Foundation. Commissioner Allen replied that the concern was more about direction, that the expertise needed was not there. He felt Commissioner Reale and Commissioner Nguyen could help. He elaborated that the Foundation has been providing great support but on a micro level to the libraries.

Commissioner Allen added that Foundation President John Donner's focus is divided quite a bit since Donner sits on the Employee Relations Committee and that takes a lot of time. Commissioner Reale asked if the Foundation Board is listed on the Library website. Commissioner Allen confirmed it was. He noted that at the last meeting, Foundation member Joe Cislowski participated by conference call and that Jim Dear no longer is participating.

With regard to bylaws, Commissioner Allen said he had a phone conference with County Counsel and they did discuss opening it up to more at-large appointees. He noted that we don't want to get caught up in City Selection Committee quorum. He said he was planning on having the rest of the members of the ad-hoc committee have a conference call to knock out a final draft. Chairman Calaycay clarified that the Los Angeles County Board of Supervisors would have to confirm what the City Selection Committee does and said that even then, attendance is not confirmed as there is one member of the Commission in particular who ran to be a member of the Commission yet has not attended any meetings. Commissioner Allen then clarified that he felt they could get bylaws drafted in a week but that they would need some input from County Counsel

and Library staff because the Board of Supervisors has to accept any changes. He was unclear whether, upon changes being made by the Board of Supervisors, the City Selection Committee could make further changes.

Skye Patrick asked if Commissioner Allen was proposing that there be one City Selection Committee pick instead of two and the rest be at-large. Commissioner Allen said that now, we have ten from the City Selection Committee and ten from the Board of Supervisors. Chairman Calaycay clarified that five would be appointed by the Board of Supervisors and the rest would be appointed at-large. The rationale behind such a change is that some supervisorial districts have far fewer libraries than others. For example, the First District represented by Chair Hilda Solis has many more – and those cities would like to participate. So it would still be ten and ten – but five of the City Selection Committee appointees would be at-large instead of two per district. Commissioner Roy expressed concern that certain districts would get far more representation than others. Chairman Calaycay noted that the Board of Supervisors would have to work that issue out. Commissioner Allen said he was talking to Maria Chong-Castillo, Library Deputy with the Third District, and she said that City Selection Committee quorum is the main issue. He said he was not sure how they would react to this proposal – but getting interested folks is the goal. Chairman Calaycay noted that an individual could not serve on the Library Commission unless their City has a County Library in it. So individuals from places like Glendale and Pasadena can't be appointed. He also noted that not more than one representative from each city is allowed. He said that the Third District has San Fernando, West Hollywood, Agoura Hills – definitely less than ten County Libraries – yet the First District has something like two dozen. At least with the new proposal, Chairman Calaycay concluded, we could find passionate people who take this seriously. Chairman Roy responded that regardless of where appointees come from, they start out excited but become less so over the years. He added that twelve years ago, quorum was not a problem for the Library Commission. He felt that the Commission needed some sort of leverage to require Commissioners to be active participants. Chairman Calaycay added that the Commissioners had tried to recruit better members and that he felt they had done an effective job but that quorum remained an issue.

Commissioner Reale asked if the Commission had done enough due diligence and then added that people tend to have back-to-back meetings nowadays, which could add to the difficulty of regularly attending Commission meetings. Chairman Calaycay felt that frequency of other outside meetings wasn't a good enough excuse since the Commission meets only ten times per year. He added that the matter was also politically charged. He expressed how pleased he was that Supervisors Hilda Solis, Sheila Kuehl, and Mark Ridley-Thomas had taken the Commission vacancy matter more seriously than some of their predecessors. Commissioner Roy said he felt the City Selection Committee had to change their selection process. Chairman Calaycay replied that that was a separate matter but it was sad how some people have forgotten public service. He said we must still try something but that 11 members at a Commission meeting was not good enough – that he'd rather see 18 every month. Commissioner

Allen surmised whether any change on membership would require a Board letter from the department.

Commissioner Reale said that on other Boards, they compile a matrix of what Board members are showing up to the meetings. Chairman Calaycay said he wanted an Excel spread sheet of the last year showing how each member's attendance has been. Sydneka Moore noted that she sends all attendance records to the City Selection Committee and Chairman Calaycay reiterated that he wanted to see the information for the last year. Commissioner Arevalo noted that not all current members began their service on the Commission even a year ago. Chairman Calaycay said that in the future, he wanted an attendance record sent with each new agenda.

Commissioner Arevalo said she would like to have a conversation with Supervisor Solis and her staff on where she stood on these issues. Skye Patrick asked whether Commissioners were required to report back to the Supervisors as their appointees and, if so, how often they spoke with them as she was used to once per quarter in her previous Broward County, Florida position. Commissioner Roy said he updated Supervisor Antonovich on a casual basis. Commissioner Arevalo said she already had a meeting with staff and the supervisor herself but that her conversations were more about what they want to get accomplished. Commissioner Allen said that, in his experience, it had been rather informal. There wasn't an expectation of regular meetings. He said it would be good to set some expectations especially because the Auditor-Controller had asked about the Commission's charge. Skye Patrick said it was important for her to understand what they desired as a collective – that way, the Commission and Library staff would have actual focuses to work on. She said the Library staff was big but limited and she wanted it to be a good working relationship. Commissioner Arevalo replied they wanted to be useful and bring an agenda forward.

Chairman Calaycay noted that the other challenge they have as a Commission is that they do not direct the County Librarian and proposed a strategic planning meeting, perhaps in June after the Commission met with the Board of Supervisors' offices. Skye Patrick replied that the Commission is an advisory board but that doesn't mean they don't have good ideas – so perhaps a quasi-strategic plan was necessary. Commissioner Roy added that Supervisor Antonovich wants him to be interfacing with the community and has been very supportive of the Library.

San Fernando Library Meeting Location (April)

Chairman Calaycay said that the letters announcing Commission meetings should go out sooner. He said we would invite nearby town councils or friends of the Library groups – that they should be notified well in advance, too.

Commissioner Reale said she attended the Culver City Library opening and it is a beautiful facility. She felt Skye Patrick did a wonderful job with her remarks. She noted that Supervisor Mark Ridley-Thomas was there – and his son Assemblymember Sebastian Ridley-Thomas was there, too – and that it was very nice.

Skye Patrick mentioned a *Library Journal* article about opposition to privatization in Kern County and the website is <http://www.infodocket.com/2015/08/30/california-bakersfield-city-school-district-passes-resolution-opposing-possible-privatization-of-kern-county-public-library-system/>.

Commissioner Sternquist said she would bring coffee at the next Commission meeting.

Public Comments

Susan Nock, the new President of Friends of Duarte Library, introduced herself to Commission members present. She said they are a totally new Friends Board. There were six people on previous Board and for various reasons – death, moving, termed out – they were leaving. Except for one, they are all new. They also started a subcommittee to look up their mission, their purpose – and to determine if what they are doing for the Library is, in fact, best for the Library. She added that she was a librarian that she worked at Monrovia, at Glendale, and at Duarte Library for six months as a contract worker eight months ago – so she felt she did have expertise to bring to the Friends and the Library. She added that she'd lived in Duarte for 32 years – that she knew her community, had seen it grow, and had seen the Library grow. She said she was excited to be with the Friends.

Joanna Gee, CLM of Duarte Library, thanked Ms. Nock for attending the meeting and said she felt Nock would help the Friends focus on what needs to be done.

Commissioner Reale asked if the County Library held an annual Friends event. Yolanda De Ramus replied that yes, we hold an annual Friends Exchange – and that, this year, it would be on April 30 at 9 a.m. All Commissioners would receive a notification.

Adjournment

The Commission meeting adjourned at 11:36 a.m.

California: Bakersfield City School District Passes Resolution Opposing Possible Privatization of Kern County Public Library System

Filed by [Gary Price](#) on August 30, 2015

From [The Bakersfield Californian](#):

The Bakersfield City School District board passed a resolution Tuesday not only opposing the possible privatization of Kern County's public library system but also offering school funding as an alternative to that option.

The resolution says the BCSD Board of Education "is opposed to any effort" by the Kern County Board of Supervisors to privatize or outsource the county's free public library system. The resolution also commits BCSD board members to working with the Board of Supervisors to explore ways to increase library funding.

[Clip]

Board members haven't specified how much funding, if any, they would funnel to local county libraries, and any allocation of school dollars would require further board action, Baugher explained.

See Also: [California: Library Union Illustrates Their Opposition to Privatization \(May 17, 2015\)](#)



About Gary Price

Gary Price (gprice@mediasourceinc.com) is a librarian, writer, consultant, and frequent conference speaker based in the Washington D.C. metro area. Before launching INFOdocket, Price and Shirl Kennedy were the founders and senior editors at ResourceShelf and DocuTicker for 10 years. From 2006-2009 he was Director of Online Information Services at Ask.com, and is currently a contributing editor at Search Engine Land.

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