

**MINUTES OF A REGULAR MEETING OF THE
TORRANCE LIBRARY COMMISSION**

1. CALL TO ORDER

The Torrance Library Commission convened in a regular session at 7:00 p.m. on Monday, April 8, 2013 at Walteria Library.

2. ROLL CALL

Present: Commissioners Haussmann, Perkins, Ravine,
Ross, Wengrow*, and Chairperson Sargent.

Absent: None.

Also Present: City Librarian Theyer and Senior Librarian Deleget.

*Commissioner Wengrow arrived at 7:07 p.m.

3. FLAG SALUTE

Commissioner Ross led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

MOTION: Commissioner Perkins, seconded by Commissioner Ravine, moved to accept and file the report of the City Clerk on the posting of the agenda; a voice vote reflected unanimous approval.

5. APPROVAL OF MINUTES

5A. LIBRARY COMMISSION MEETING OF MARCH 11, 2013

Commissioner Ross offered the following correction: Page 4, 7A, line 1: "Commissioner Wengrow stated that she attended the Ethics Training."

MOTION: Commissioner Ross moved for the approval of the March 11, 2013 Library Commission meeting minutes as amended. Commissioner Haussmann seconded the motion; a voice vote reflected unanimous approval.

6. NEW BUSINESS

6A. FRIENDS OF THE TORRANCE LIBRARY

Secretary Covey distributed the December 2012 "Torrance Library Times" and fliers announcing the April 26-27 Spring Hardback Book Sale.

6B. YOUTH COUNCIL

Youth Council members Justin Kim and Joseph Roh, North High School, discussed plans for Relay for Life at South High School on April 27. They stated that the podcast has been completed and would be presented at the next Commission meeting.

7C. WALTERIA STAFF REPORT

Senior Librarian Deleget welcomed Commissioners and noted that a written report was included in agency materials. She reported that Walteria has regained the patronage and activity level that was lost during the ADA remodel. She discussed the resumption of adult programming that includes craft programs and a monthly book

discussion group, Armchair Travelers. She stated that the Homework Helper program is popular and that the library hosts monthly after school programs for youth. She noted that the Teen Advisory Board is sponsoring a teen movie and pizza afternoon on April 27. She stated that approximately 3,000 patrons use the library each month, with circulation between 7,000 and 8,000 items, and that staff has been busy weeding to make room for new materials. She discussed staffing changes and concluded her presentation with a wish list that includes new printers, magazines, and book trucks.

7D. COMMISSION BUDGET

City Librarian Theyer stated that there is approximately \$823 unallocated as of this time in the Library Commission budget.

When Commissioner Ross raised the possibility of donating it back to the Library, City Librarian Theyer advised Chairperson Sargent to ask the City Manager for permission but added that it is late to try to spend it this fiscal year. She offered alternative suggestions for the Commission to register in June with this year's budget for the CLA Convention later this year, membership in United for Libraries, or join American Library Association.

Commissioner Wengrow stated that she would like to donate unallocated funds to one of the branch libraries and recommended discussing options earlier in the year after the Commission receives its new budget.

Commissioner Ravine expressed concern that it may not be the function of the Commission to purchase items for branch libraries

7E. WOLK LETTER

City Librarian Theyer presented a draft letter of support for SCA-7 WOLK and requested that the Commission provide input. She stated that letters would go to local legislators and the Senate Governance and Finance Committee and that she has also asked the City Council to send letters.

MOTION: Commissioner Wengrow moved to approve the letter of support with the Chairperson's signature for SCA-7 WOLK. Commissioner Perkins seconded the motion; a voice vote reflected unanimous approval.

7F. ADVOCACY EFFORTS

City Librarian Theyer stated that she has been unable to schedule personal appointments for the Commission with Assemblymember Muratsuchi or Senator Wright. She presented options and noted that a draft advocacy letter was included in attachments.

Chairperson Sargent offered minor revisions to the letter.

MOTION: Commissioner Ross moved for the Commission to send a packet with a letter addressing current issues to each Legislator and for City Librarian Theyer to continue trying to schedule personal appointments. Commissioner Haussmann seconded the motion; a voice vote reflected unanimous approval.

7. OLD BUSINESS

7A. OUTREACH REPORT

Commissioner Haussmann stated that she enjoyed a March 17 Torrance Historical Society lecture on the history of libraries.

Commissioner Perkins stated that she attended a gallery opening, John Power's program at El Camino College, and Pancake Breakfast at the ATTIC.

Commissioner Ross stated that participating in the Beat the Odds scholarship selection was a rewarding experience.

Chairperson Sargent stated that she attended the Torrance Historical Society lecture, Youth Council boutique, and Pancake Breakfast. She shared information about her visits to the Huntington Library and a library in Kashiwa, Japan.

7B. CPLA WORKSHOP

Commissioner Ravine noted that his written report on the March 2, 2013 CPLA Workshop was included in agenda packets.

7C. PART TIME EMPLOYEE RECOGNITION BREAKFAST

Sample invitations for the May 15 recognition breakfast were distributed and City Librarian Theyer advised that they would be sent out next week. Commissioners and staff discussed final preparations for the event.

7D. STATE AND CITY BUDGET

City Librarian Theyer provided an update on the State budget and called attention to the attached CLA press release "Connecting Libraries to the Cenic Backbone—A Legislative and Budget Effort." She stated that the Federal sequester is the "unknown" factor at this time, and may cause delay of disbursement of some funds.

In response to Commissioner Wengrow's inquiry, she explained that Cenic, the Corporation for Education Network Initiatives in California, is an effort to connect public libraries to the existing high speed Internet network available to schools.

She announced City budget hearings on May 14 and May 21.

8. COMMISSION LIAISON REPORTS

8A. TORRANCE PUBLIC LIBRARY FOUNDATION

No report.

8B. EDUCATION AND SCHOOL RELATIONS

No report.

8C. LIBRARY CENTENNIAL COMMITTEE

Commissioner Ravine reported that the Committee met to assign responsibilities for various functions that include the Gala on September 22 with guest speaker author Lisa See, video contest, and carnival in August.

City Librarian Theyer expressed appreciation to Friends for sponsoring the Gala.

9. MONTHLY DIVISION REPORT

City Librarian Theyer noted that the Monthly Division Report was included in agenda materials.

Chairperson Sargent congratulated City Librarian Theyer on her nomination for Vice-Chair, Chair Elect for Southern California Library Cooperative.

In response to Commissioner Ross's inquiry, City Librarian Theyer explained that staff decided to lift all item limits with the goal to have a uniform policy in the library system and to decrease staff time. She stated that the only item limit at checkout will be eight DVDs or VHS, and a total of 50 items per card.

10. ORAL COMMUNICATIONS

10A. City Librarian Theyer announced Michael George's program "History of Torrance Library" on April 6 and World Book Night on April 23.

10B. Commissioner Wengrow showed her grandson's board book and City Librarian Theyer explained how one of the stages of child development is to anticipate the next step and connect words to meaning.

10C. Commissioner Ravine announced National Library Week and Chairperson Sargent indicated that she is attending the April 19 City Council meeting to accept the Proclamation.

10D. Commissioner Ravine stated that he received a letter from SCLS informing him that the System Advisory Board has been disbanded due to budget constraints.

10E. Commissioner Wengrow stated that she is going to New York over Memorial Day weekend and plans to visit New York Public Library.

10F. Chairperson Sargent distributed information about the Bunka Sai Japanese Cultural Festival on April 20-21 and Miracle of Living lecture on April 17. She announced that she is receiving an Older Adult Award at the May 14 City Council meeting.

10G. Commissioner Ravine announced that he was appointed to the Exxon Mobil Community Advisory Board.

11. ITEMS FOR NEXT LIBRARY COMMISSION MEETING

Items for the May 13, 2013 Library Commission meeting agenda were listed and include: Friends, Youth Council, liaison and outreach reports, budget update, CLA Convention, North Torrance Library report, podcasting, and Part-Time Employee Recognition.

12. ADJOURNMENT

MOTION: At 8:29 p.m., Commissioner Ross moved to adjourn the meeting to May 13, 2013 at 7:00 p.m. at North Torrance Library. Commissioner Hausmann seconded the motion and, hearing no objection, Chairperson Sargent so ordered.

Approved as Submitted May 13, 2013 s/ Sue Herbers, City Clerk
