

**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, June 11, 2012 at Southeast Library. Due to the absence of Chairperson Stapleton, Vice-Chairperson Sargent led the meeting.

2. ROLL CALL

Present: Commissioners Perkins*, Ravine, Ross, Wasserman, Wengrow, and Vice-Chairperson Sargent.

Absent: Chairperson Stapleton (excused).

Also Present: City Librarian Theyer, Principal Librarian Wierzbicki, Senior Librarian Nunez, Senior Librarian Firchow, and Youth Services Librarian Shimamoto.

*Commissioner Perkins arrived at 7:12 p.m.

3. FLAG SALUTE

Commissioner Wengrow led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

MOTION: Commissioner Ross moved to accept and file the report of the City Clerk on the posting of the agenda. Commissioner Wengrow seconded the motion; a voice vote reflected unanimous approval (absent Chairperson Stapleton).

5. APPROVAL OF MINUTES

5A. LIBRARY COMMISSION MEETING OF MAY 14, 2012

Vice-Chairperson Sargent offered a correction on Page 3. Paragraph 2 should read as follows: "City Librarian Theyer stated that the Commission could designate each year what it wants funds to go for and that she could either ask for a one time budget transfer or a permanent budget transfer."

MOTION: Commissioner Ross moved for the approval of the May 14, 2012 Library Commission meeting minutes as amended. Commissioner Ravine seconded the motion; a voice vote reflected unanimous approval (absent Chairperson Stapleton).

6. NEW BUSINESS

6A. REPORT FROM YOUTH COUNCIL

Youth Council representative Anthony Xian, West High School, stated that the last Youth Council meeting for the year was on June 6 and that interviews for new representatives were held on June 7-8.

6B. REPORT FROM THE FRIENDS OF THE TORRANCE LIBRARY

Secretary Covey distributed fliers for the Friends annual membership meeting and author presentation with Susan Vreeland on June 16. She reported that she and the Friends' president would be receiving the acceptance and appropriation of \$77,000 for Library proposals for fiscal year 2012--Summer Reading Program, e-book service, and online homework assistance--at the June 12 City Council meeting.

6C. SOUTHEAST STAFF REPORT

Vice-Chairperson Sargent noted that a Southeast Staff Report from Senior Librarian Nunez and Youth Services Librarian Shimamoto was included in agenda materials. She highlighted the re-opening of Hull Middle School and increase in student attendance. She distributed a Southeast Library Wish List that includes a print management system for the Homework Center, more public computers for adults, WiFi improvements, new chairs, and a parkette created in the parking area.

City Librarian Theyer noted the rotating leadership, temporary appointments, and staff changes at the Library.

6D. SUMMER READING PROGRAM

Senior Librarian Firchow discussed the Summer Reading Program beginning June 18 through July 28. She described the programs "Dream Big—Read" for infants to seventh grade and "Own the Night" for grades eight through twelve. She stated that scheduled programs include nocturnal animals, storytelling about dreams, magician Jeff TG, drawing with a cartoon artist, and an origami frame craft. She discussed incentives and awards being provided, distributed the Summer Reading Program calendar, and expressed her appreciation to Friends for their generous support.

6E. PLAN OF SERVICE

City Librarian Theyer presented the draft Plan of Service and requested that Commissioners provide input and feedback. She reported that, based on recommendations received so far, the document would be rearranged with the current Plan of Service and methodology at the beginning, followed by the history and details of the focus groups in appendixes.

Commissioner Wasserman suggested minor revisions.

6F. ELECT CHAIR AND VICE CHAIR FOR 2012 - 2013.

City Librarian Theyer relayed Chairperson Stapleton's request that she not be nominated for Chairperson or Vice-Chairperson.

Commissioner Wengrow nominated Vice-Chairperson Sargent for Chairperson. A voice vote reflected unanimous approval and Vice-Chairperson Sargent was elected Chairperson of the Library Commission for the period July 2012 through June 2013.

Commissioner Ravine nominated Commissioner Wasserman for Vice-Chairperson. A voice vote reflected unanimous approval and Commissioner Wasserman was elected Vice-Chairperson of the Library Commission for the period beginning July 2012 through June 2013.

6G. PODCASTING REPORT

Commissioner Wasserman reported that he now has the laptop and recorder that the Library received through the LINK grant from California State Library. He stated that City Librarian Theyer provided him with an online tutorial about podcasting and that he plans to work with Commissioner Ross about the content that they want to present. He expressed hope that he would be able to present five or six ideas at the next Commission meeting.

At Commissioner Wengrow's request, staff and Commissioners explained what a podcast is, specifications of the grant, and possible audio programs that could be presented.

6H. CALENDAR ATTENDANCE AT CITY COUNCIL MEETINGS

Vice-Chairperson Sargent offered to talk about the Summer Reading Program and the Podowon Baptist Church Youth Group's donation at the June 12, 2012 City Council meeting. Commissioners decided that they would take turns making monthly presentations to City Council or if there is something special to report on and that Commissioner attendance would be determined at Commission meetings.

In response to Commissioner Wengrow's inquiry, City Librarian Theyer explained that Friends and other sponsors help to provide performers, craft programs, incentives, and prizes for the Summer Reading Program.

The Commission was in recess from 7:52 to 7:59 p.m. to allow Commissioners to look at the location for the proposed parkette.

7. OLD BUSINESS

7A. OUTREACH REPORT

Commissioner Wengrow stated that she enjoyed attending the City Yard Open House, Environmental Fair, and Disaster Expo on June 9, 2012.

City Librarian Theyer stated that the Library had a table there in the Park Services bay.

Commissioner Wasserman stated that he had the opportunity to assist Louis Zamperini at the Armed Forces Day luncheon. He added that he often talks with parents at parks about Library programs as well as with the South Bay Bar Association and Los Angeles Law Library.

Commissioner Ross stated that he enjoyed serving on the Torrance Youth Council selection committee on June 7-8.

Commissioner Ravine stated that he attended the Armed Forces Day luncheon and that he talked to a Warner Brothers Entertainment CEO about a possible grant or donation to the Library system.

Commissioner Perkins stated that she attended the Armed Forces Day luncheon and parade, the June 9 Fair at the City Yard, and the June 10 reception with Louis Zamperini.

Vice-Chairperson Sargent stated that she also attended the Armed Forces Day parade, the Louis Zamperini reception, and took part in the CitiCABLE taping at Henderson Library to promote the adult Summer Reading Program.

7B. PART-TIME EMPLOYEE RECOGNITION

Commissioners discussed final preparations for the June 13 Part-time Employee Recognition breakfast.

7C. CITY AND STATE BUDGET REPORT

City Librarian Theyer noted that her written City and State Budget Report was included in agenda packets. She reported that she attended a Director's meeting in Sacramento and provided updates on the fast-track State budget, Library Services and Technology Act funding, and CLA's withdrawal from the Cooperative Summer Library Program. She stated that CLA has joined with the Illinois Library Association's iREAD program and that Torrance Library will examine options to participate in this program, buy its own way into the Cooperative, or purchase a catalog-based summer reading program online.

8. COMMISSION LIAISON REPORTS

8A. TORRANCE PUBLIC LIBRARY FOUNDATION

Commissioner Perkins discussed the June 10 Louis Zamperini reception and announced the next Foundation meeting on June 13.

8B. SOUTHERN CALIFORNIA LIBRARY COOPERATIVE (SCLC)

City Librarian Theyer reported that SCLC passed a much-reduced budget and has eliminated an internship program, trimmed staffing, reduced inter-library deliveries to one day a week, and filed with CalPERS for dissolution.

8C. EDUCATION AND SCHOOL RELATIONS

Commissioner Sargent reported that she attended the Adult School Advisory Council meeting.

9. MONTHLY DIVISION REPORT

City Librarian Theyer noted that the Monthly Division Report was included in agenda materials. She reported that Walteria Library will reopen on June 18 and that Henderson Library is next to go out for bid.

10. ORAL COMMUNICATIONS

10A. Commissioner Ravine stated that he is planning to attend Mayhem in the A.M. book group on June 14.

10B. Vice-Chairperson Sargent announced a Miracle of Living lecture “If Your Kidneys Could Talk...” on June 20. She stated that the June 1-2 Riviera Garden Club’s Historic Home Tour was successful and distributed a souvenir booklet.

10C. Commissioner Wasserman stated that City Council would consider an item regarding electronic billboards on June 12.

11. ITEMS FOR NEXT LIBRARY COMMISSION MEETING

Items for the July 9, 2012 Library Commission meeting agenda were listed and include: Walteria Library staff report, Friends, Foundation, Youth Council, SCLC, Education and School Relations, Commission liaison representatives, e-book program, outreach reports, attendance at City Council meetings, podcast update, Annual Report, City and State budget, and Part-time Employee Recognition debriefing.

12. ADJOURNMENT

MOTION: At 8:37 p.m., Commissioner Ross moved to adjourn the meeting to July 9, 2012 at 7:00 p.m. at Walteria Library, 3815 West 242nd Street. Commissioner Perkins seconded the motion and, hearing no objection, Vice-Chairperson Sargent so ordered.

Approved as Amended July 9, 2012 s/ Sue Herbers, City Clerk
