

August 12, 2013

**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, August 12, 2013 at Katy Geissert Civic Center Library. In the absence of Chairperson Sargent, Vice-Chairperson Ross led the meeting.

**2. ROLL CALL**

Present: Commissioners Hausmann, Perkins, Ravine,  
Sheikh and Vice-Chairperson Ross.

Absent: Chairperson Sargent (excused) and  
Commissioner Wengrow.

Also Present: City Librarian Theyer.

**3. FLAG SALUTE**

Vice-Chairperson Ross led the Pledge of Allegiance.

**4. AFFIDAVIT OF POSTING**

**MOTION:** Commissioner Perkins, seconded by Commissioner Sheikh, 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 JULY 8, 2013**

**MOTION:** Commissioner Ravine moved to approve the July 8, 2013 Library Commission meeting minutes as presented. Commissioner Perkins seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Sargent and Wengrow).

**6. NEW BUSINESS**

**6A. FRIENDS OF THE TORRANCE LIBRARY**

Secretary Teresa Covey reported that the July 20 paperback book sale was successful.

**6B. PRESENTATION AND UPDATE FROM MICHAEL WERMERS, TORRANCE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION**

Michael Wermers, former Library Commissioner and Board of Education Trustee, Torrance Unified School District (TUSD), provided a presentation on how TUSD funds its libraries. He noted that, since drastic budget cuts started in 2005, there is funding for high school librarians only. He stated that middle schools have media technicians and elementary school libraries only have volunteers, adding that funding is by individual school site and not by TUSD. He voiced concern that they have a weak library program that is not a high priority and that as a Trustee he is trying to keep library services on the radar. He noted that, in the meantime, TUSD is waiting to see how the new funding model from Sacramento shows up and if the new local control funding formula eliminates discrepancy in funding and changes how categorical funds take place.

Commissioner Ravine suggested approaching Friends for materials and staff explained that Friends has a charter to support Torrance Libraries first but that teachers are welcome to pick up materials at the end of book sales.

A general discussion centered on getting required reading lists to the Library in a timely manner, the minimal level of management at TUSD, grant opportunities, the joint powers agreement between the City and TUSD, ADA requirements, California Common Core curriculum, and how classroom dynamics have changed over the years.

City Librarian Theyer discussed reasons why Torrance Library does not run school libraries. She stated that it can be done, but that they are two entirely different administrative governmental entities. She noted that it is not being considered for the near future, but that she is always looking forward. She pointed out all the ways the Library does outreach to schools and its mission to conduct a full analysis of its collections for Common Core curriculum.

Mr. Wermers stated that he does not expect TUSD to understand the funding formula for at least 12 months. He discussed TUSD priorities that include counselors, educating teachers about Common Core, and technology, adding that there would not be funding for Maintenance and Operations for another 24 to 36 months.

In response to Commissioner Sheikh's inquiry, he stated that the Commission can help support TUSD libraries by continuing to maintain Torrance Libraries at the same high quality they are right now.

Chairperson Ross initiated discussion regarding bond issues and Mr. Wermers discussed how measures Y and Z funds have been used.

Mr. Wermers welcomed Commissioners to tour TUSD libraries and City Librarian Theyer stated that it is possible to convene a Commission meeting at a high school.

**6C. SCHEDULE TRAINING FROM CPLA**

City Librarian Theyer asked Commissioners if they would like to participate in Library Board Effectiveness training from California Public Library Association (CPLA) with trainer Jane Jones. She asked that, if the Commission concurs, that Commissioners create a list of possible dates so that a session can be scheduled. She noted that

Commissioners Haussmann and Sheikh have not attended the training and Commissioner Ravine highly recommended the program. It was decided to defer consideration until the September Commission meeting.

#### **6D. JOINT LIBRARY COMMISSION / CITY COUNCIL MEETING**

City Librarian Theyer recommended that Commissioners appoint an ad hoc committee to schedule a date and develop the agenda for the joint meeting.

Commissioner Sheikh requested that staff provide minutes from past joint meetings with City Council.

**MOTION:** Commissioner Perkins moved to approve having a joint meeting with City Council. Commissioner Ravine seconded the motion; a voice vote reflected unanimous approval (absent Chairperson Sargent and Commissioner Wengrow).

**MOTION:** Commissioner Ravine moved to form an ad hoc committee to schedule a date and develop an agenda for a joint meeting with City Council. Commissioner Haussmann seconded the motion; a voice vote reflected unanimous approval (absent Chairperson Sargent and Commissioner Wengrow).

Commissioners Haussmann, Ravine, and Ross volunteered to serve on the committee to plan the joint meeting with City Council.

#### **7. OLD BUSINESS**

##### **7A. OUTREACH REPORT**

City Librarian Theyer expressed her appreciation to Commissioners Haussmann and Sheikh for assisting at the end of Summer Reading Program fair on August 10, noting that approximately 600 youth were at the event.

Commissioner Haussmann stated that she attended the Friends' book sale and a City Council meeting, and that she enjoys judging entries for the Library Video Contest.

Commissioner Sheikh stated that he attended a City Council meeting and has been speaking to residents about the Library whenever possible. He expressed interest in sharing his ideas for a long-term vision for the Commission and City Librarian Theyer offered to place it on next month's agenda.

Commissioner Perkins stated that she enjoyed the lecture "Forks Over Knives" and attended City Council and Rose Float Association garage sale.

Vice-Chairperson Ross shared information about his visits to Library of Congress in Washington, D.C. and Boston Public Library.

##### **7B. COMMISSION ANNUAL REPORT**

Commissioner Haussmann presented a draft Library Commission Annual Report. City Librarian Theyer indicated that she has reviewed it and there were no additions or corrections to the content.

**MOTION:** Commissioner Haussmann, seconded by Commissioner Ravine, moved to approve the Library Commission Annual Report as submitted; a voice vote reflected unanimous approval (absent Commissioners Sargent and Wengrow).

#### **7C. CONFERENCE AND MEMBERSHIPS**

City Librarian Theyer reported that five Commissioners have already registered for the 2013 California Library Association (CLA) Conference on November 3-5, 2013 at Long Beach Convention Center, noting that Commissioner Ross would not be attending. There was a brief discussion regarding the Commission budget and Commissioners took action on the following items related to membership and the Conference:

**MOTION:** Commissioner Perkins moved to authorize membership for Commissioner Sheikh in the California Library Association at a cost of \$25. Commissioner Ravine seconded the motion; a voice vote reflected unanimous approval (absent Chairperson Sargent and Commissioner Wengrow).

**MOTION:** Commissioner Haussmann moved to authorize membership for Commissioner Sheikh in California Public Library Advocates at a cost of \$25. Commissioner Perkins seconded the motion; a voice vote reflected unanimous approval (absent Chairperson Sargent and Commissioner Wengrow).

**MOTION:** Commissioner Perkins moved to authorize attendance for Commissioner Sheikh at the California Library Association Conference on November 3-5, 2013 at a cost of \$135. Commissioner Ravine seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Sargent and Wengrow).

**MOTION:** Commissioner Perkins moved to authorize attendance for Commissioners Ravine, Wengrow, and Chairperson Sargent for the legislative luncheon on November 3, 2013 at a cost of \$50 each, to authorize attendance for Chairperson Sargent for the pre-Conference on November 3, 2013 at a cost of \$45, and to authorize attendance for Commissioners Perkins and Haussmann for the CPLA luncheon on November 4, 2013 (absent Commissioners Sargent and Wengrow).

**MOTION:** Commissioner Haussmann, seconded by Commissioner Sheikh, moved to authorize mileage and parking reimbursement for Commissioners attending the California Library Association Conference on November 3-5, 2013; a voice vote reflected unanimous approval (absent Commissioners Sargent and Wengrow).

It was decided to defer discussion regarding meal reimbursement to the September Commission meeting.

**8. COMMISSION LIAISON REPORTS**

**8A. TORRANCE PUBLIC LIBRARY FOUNDATION**

No report.

**8B. EDUCATION AND SCHOOL RELATIONS**

No report.

**8C. LIBRARY CENTENNIAL COMMITTEE**

Commissioner Ravine discussed plans for the September 22, 2013 Gala.

**9. MONTHLY DIVISION REPORT**

City Librarian Theyer noted that the Monthly Division Report was included in agenda materials. She discussed the end of Summer Reading Program fair on August 10 and the Little Free Libraries in Pueblo Park and Discovery Park. She stated that Park Services is expected to install them this week and announced opening ceremonies at Pueblo Park on August 21 and Discovery Park on August 28. She was pleased to announce a \$3,000 donation from ExxonMobil and a \$400 donation from Torrance Craftsman's Guild.

**10. ORAL COMMUNICATIONS**

**10A.** Commissioner Ravine stated that he attended an ExxonMobil presentation on global warming as a Community Advisory Board member.

**10B. MOTION:** Commissioner Perkins moved to grant Commissioner Wengrow an excused absence for the August 12, 2013 Library Commission meeting. Commissioner Haussmann seconded the motion; a voice vote reflected unanimous approval (absent Chairperson Sargent).

**10C. MOTION:** Commissioner Haussmann moved to grant Commissioner Ravine an excused absence for the September 9, 2013 Library Commission meeting. Commissioner Perkins seconded the motion; a voice vote reflected unanimous approval (absent Chairperson Sargent and Commissioner Wengrow).

**10D.** City Librarian Theyer distributed the 2013 brochure "All About the Torrance Public Library"

**10E.** City Librarian Theyer stated that she would be absent for the September 9, 2013 Library Commission meeting.

**10F.** Vice-Chairperson Ross stated that he plans to attend the first Youth Council meeting on August 21.

**10G.** The Commission welcomed guest Councilmember Weideman.

**11. ITEMS FOR NEXT LIBRARY COMMISSION MEETING**

Items for the September 9, 2013 Library Commission meeting agenda were listed and include: Friends, Youth Council, liaison and outreach reports, meal reimbursement for CLA Convention, talking points, joint meeting with City Council, Little Free Libraries, CPLA training, meet at or tour TUSD library, podcasting, and vision for the Library Commission.

**12. ADJOURNMENT**

**MOTION:** At 8:53 p.m., Commissioner Haussmann moved to adjourn the meeting to September 9, 2013 at 7:00 p.m. at Katy Geissert Civic Center Library. Commissioner Perkins seconded the motion and, hearing no objection, Vice-Chairperson Ross so ordered.

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Approved as amended September 9, 2013 s/ Sue Herbers, City Clerk (ep)
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