

**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, November 26, 2012 at Katy Geissert Civic Center Library.

**2. ROLL CALL**

Present: Commissioners Perkins\*, Ross, Stapleton, Wasserman, Wengrow, and Chairperson Sargent.

Absent: Commissioner Ravine.

Also Present: City Librarian Theyer.

\*Commissioner Perkins arrived at 7:33 p.m.

**MOTION:** Commissioner Ross moved to grant Commissioner Ravine excused absences for the November 26, 2012, January 8, 2013, and January 14, 2013 Commission meetings. Commissioner Stapleton seconded the motion; a voice vote reflected unanimous approval.

**3. FLAG SALUTE**

Commissioner Stapleton led the Pledge of Allegiance.

**4. AFFIDAVIT OF POSTING**

**MOTION:** Commissioner Wengrow, seconded by Commissioner Ross, 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 OCTOBER 8, 2012**

**MOTION:** Commissioner Ross moved to approve the October 8, 2012 Library Commission meeting minutes as submitted. Commissioner Wasserman seconded the motion; a voice vote reflected unanimous approval (absent Commissioner Ravine).

**6. NEW BUSINESS**

**6A. YOUTH COUNCIL**

Torrance Youth Council member Anna Spallino from South High School spoke about volunteering at the Turkey Trot and the upcoming Winter Boutique at Wilson Park.

**6B. REPORT FROM THE FRIENDS OF THE TORRANCE LIBRARY**

City Librarian Theyer reported that the October 19-20 Fall Hardback Book Sale was successful and stated that Friends is entertaining the funding request for the Library's Youth Services activities on November 28. She hopes to bring those donations, along with their donation for Century of Service, to City Council on December 11.

**6C. JOINT MEETING AGENDA APPROVAL**

City Librarian Theyer distributed the agenda for the January 8, 2013 joint meeting with City Council in the Garden Rooms, Cultural Arts Center, at 5:30 p.m. She stated that outcomes in the Plan of Service would launch each talking point and talking points were assigned to the six Commissioners who would be in attendance.

**MOTION:** Commissioner Stapleton moved to approve the agenda for the joint meeting of the City Council and Library Commission on January 8, 2013. Commissioner Ross seconded the motion; a voice vote reflected unanimous approval (absent Commissioner Ravine).

**6D. JOINT MEETING MENU / FUNDING APPROVAL**

City Librarian Theyer noted that the menu for the January 8, 2013 joint meeting with City Council was included in agenda packets.

**MOTION:** Commissioner Stapleton moved to approve the menu as presented and budget not to exceed \$300 for the January 8, 2013 joint meeting with City Council. Commissioner Wasserman seconded the motion; a voice vote reflected unanimous approval (absent Commissioner Ravine).

**6E. CLA CONFERENCE DEBRIEF**

Chairperson Sargent reported that she attended an advocacy session at the CLA Conference in San Jose on November 2. She stated that it focused mainly on fundraising and shared an idea to invite community members to receptions in libraries to encourage memberships in Friends and Foundations. She also mentioned that she enjoyed a presentation on a documentary being made about public libraries.

City Librarian Theyer noted that her written report on her attendance at the CLA Conference was included in agenda materials. She stated that there was a general positive atmosphere at the Conference as many library taxes and levies were passed in the November elections.

Commissioner Stapleton stated that the election proved that people are willing to pay for things that are important to them.

**7. OLD BUSINESS**

**7A. PODCASTING REPORT**

Commissioner Wasserman reported that the Podcasting Subcommittee has selected several children's books and developed a basic script for a podcast. Following discussion, December 18 was selected for practice filming, with two three-hour time periods beginning at 9:00 a.m. or 1:00 p.m. Commissioners Wengrow and Stapleton indicated that they would participate and City Librarian Theyer stated that she was available that day. Interested Commissioners were asked to contact Commissioner Wasserman by December 13 with the time period they can attend and any book they want to discuss.

## **7B. OUTREACH REPORT**

Commissioner Ross stated that he attended the October Youth Council meeting and found it to be rewarding.

Commissioner Wengrow stated that she enjoyed participating in the judging of the ExxonMobil Pegasus Awards for Torrance teachers with City Librarian Theyer.

Commissioner Stapleton stated that she enjoyed the Peter Fletcher program at the Library and shared information about her visit to a library in Newport, Rhode Island.

Commissioner Wasserman discussed his facilitation of a conversation with the South Bay Bar Association board and Los Angeles County Law Library and had the opportunity to promote Torrance Library. A brief discussion centered on the possibility of the Law Library closing its Torrance branch.

Commissioner Perkins stated that she attended the Senior Faire and Craftman's Guild Fair.

Chairperson Sargent stated that she acted as a Sister City delegation host family, volunteered on the Old Torrance Home Tour for the Torrance Historical Society, and attended the Centennial dinner, Friends' Book Sale, Halloween planter workshop at El Retiro Library, and the Metropolitan Water District water tour to Diamond Valley Lake.

## **8. COMMISSION LIAISON REPORTS**

### **8A. TORRANCE PUBLIC LIBRARY FOUNDATION**

City Librarian Theyer stated that the Foundation plans to meet on Saturday mornings but no meeting date has been scheduled.

Chairperson Sargent discussed the idea of inviting the public to Library receptions to encourage memberships in the Foundation.

### **8B. EDUCATION AND SCHOOL RELATIONS**

No report.

### **8C. LIBRARY CENTENNIAL COMMITTEE**

City Librarian Theyer reported that Friends graciously voted to fund major activities for the Library's Century of Service: video contest about the importance of the Library in people's lives in the spring, a summer carnival for youth in Victor Park, and a gala event in the fall. She stated that Torrance Historical Society would be hosting a program on Isabel Henderson in March and distributed the new Library card.

## **9. MONTHLY DIVISION REPORT**

City Librarian Theyer noted that the Monthly Division Report was included in agenda materials. She announced that two new Library Assistant IIs will begin December 17 and that the vacant Page Supervisor position has been filled. She stated that the remodel of Henderson Library is ahead of schedule and hopes to reopen on December 17. She informed the Commission that Orange County Libraries are pulling out of SCLA.

**10. ORAL COMMUNICATIONS**

**10A.** Commissioner Wasserman mentioned that there will be an opening on the Torrance Unified School District board and that the District's Bond Oversight Committee is also in need of bodies.

**10B.** Commissioner Stapleton stated that she is pleased to see more focus on teen programming in the Monthly Division Report.

**10C.** Chairperson Sargent stated that she attended the opening of the Stillman Sawyer Center of the Torrance Corps of the Salvation Army on Lomita Boulevard and plans to attend an I-Pad class with Torrance Adult School.

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

Items for the January 14, 2013 Library Commission meeting agenda were listed and include: Friends, Youth Council, Commission liaison reports, outreach reports, State budget, podcasting update, and joint meeting with City Council debriefing.

**12. ADJOURNMENT**

**MOTION:** At 8:30 p.m., Commissioner Ross moved to adjourn the meeting to January 8, 2012 at 5:30 p.m. at Torrance Cultural Arts Center Garden Rooms for a joint meeting with City Council. Commissioner Perkins seconded the motion and, hearing no objection, Chairperson Sargent so ordered.

Approved as Amended January 14, 2013 s/ Sue Herbers, City Clerk
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