

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

1. CALL TO ORDER

The Torrance Library Commission convened in a regular session at 7:01 p.m. on Monday, January 11, 2016 at Katy Geissert Civic Center Library.

2. ROLL CALL

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

Absent: None.

Also Present: City Librarian Theyer and
Reference Librarian George.

3. FLAG SALUTE

Chairperson Ross led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

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

5. APPROVAL OF MINUTES

5A. MINUTES OF DECEMBER 14, 2015

MOTION: Commissioner Haussmann moved to approve the Library Commission meeting minutes of December 14, 2015 as presented. Commissioner Gerber seconded the motion; a roll call vote reflected unanimous approval.

6. NEW BUSINESS

6A. FRIENDS OF THE TORRANCE LIBRARY

City Librarian Theyer reported that Friends is busy getting ready for their Winter Paperback Book Sale on January 23 at Katy Geissert. She stated that a Memorandum of Agreement between the Library and Friends is being considered by City Council on January 26 that formalizes arrangements for sharing space, technology, and resources. She added that the agreement includes plans to install a book drop behind Katy Geissert for donations. She informed the Commission that she is taking a request for Summer Reading Program funding to the Friends' Board meeting later this month.

6B. TORRANCE YOUTH COUNCIL

Youth Council members Saaketh Tirumala, Daniel Chae, Diane Kim, and Nathan Apodaca introduced themselves. Nathan reported that the Publicity committee has completed the video promoting the Library and plans were made to view it at the February 8 Commission meeting.

6C. ADULT BOOK GROUPS PRESENTATION

Reference Librarian George provided a presentation on adult book discussion groups, the most successful continuing adult program that the Library offers. He reported that the Library started formal book discussions in 2001 with the Biography and Memoirs Book Group that now has over 40 participants. He described the seven discussion groups that meet at Katy Geissert and all branch libraries. He noted that a Librarian facilitates each book group and either assigns the readings or creates a list of books for their members to select from. He distributed master ballots for the Biography and Memoir Book Group and the Armchair Traveler Book Group. He shared information about a new initiative "Book Groups in a Box" that allow patrons to check out the boxes for six weeks to host their own book group. He stated that the kits consist of ten books, a curated set of questions, background about the author, and featured reviews.

City Librarian Theyer explained how the Library obtains books for the book groups and kits. She stated that they used to use inter-library loans but have found that it is more cost effective to set aside funds in the book budget. She discussed plans to visit every book group in January and February to conduct a survey of its members.

6D. REIMBURSEMENT FOR MEALS FOR CLA

City Librarian Theyer asked the Commission to consider reimbursement for meals at the November 5-8, 2015 California Library Association Conference. A brief discussion centered on the Commission budget and expenses for the fiscal year.

MOTION: Commissioner Perkins moved to reimburse cost of meals for Commissioners who attended the California Library Association Conference on November 5-8, 2015. Commissioner Sargent seconded the motion; roll call vote reflected unanimous approval.

6E. BRANCH VISITS

City Librarian Theyer presented a proposed schedule for Commission meetings at branch libraries. She stated that, if approved, she would prepare an item to go to City Council requesting permission for the Commission to meet at the branch libraries.

MOTION: Commissioner Sargent moved to approve the schedule for Library Commission meetings at branch libraries in 2016. Commissioner Ravine seconded the motion; a roll call vote reflected unanimous approval.

7. OLD BUSINESS

7A. DAY IN THE DISTRICT

City Librarian Theyer reported that she has no appointments scheduled yet to visit local legislators but will contact Commissioners when specific legislators, dates, and times become available.

7B. SOCIAL SERVICES COMMISSION LIAISON

City Librarian Theyer reported that the first meeting of the new Social Services Commission would be February 25 in the West Annex meeting room. Commissioner Perkins offered to attend the first meeting and report back to the full Commission.

8. MONTHLY DIVISION REPORT

City Librarian Theyer noted that her Monthly Division Report was included in agenda materials. She distributed January 7 correspondence from California Library Association lobbyists regarding the Governor's first release of the State budget. She noted that it has more funding for the California Library Services Act but does not provide new money for broadband connections for public libraries. She stated that she is reviewing Library Technician applications and that the Library is working on an application to join the Cenic Broadband Initiative this year. She shared information about the Library's new middle school collection and distributed the "2016 All About Your Torrance Public Library" brochure. She announced a Kiwanis luncheon on March 3 and an outreach opportunity at the Cherry Blossom Festival on April 3.

9. ORAL COMMUNICATIONS

Commissioners Ravine, Perkins, Haussmann, Gerber, Sargent, and Chairperson Ross spoke.

10. ITEMS FOR NEXT LIBRARY COMMISSION MEETING

Items for the February 8, 2016 Library Commission meeting agenda were listed and include: Friends, Youth Council, Monthly Division Report, Social Services Commission, Ad Hoc meetings, Youth Council video, Kiwanis luncheon, welcome new Commissioner, memberships, Day in the District, and State budget.

11. ADJOURNMENT

MOTION: At 8:05 p.m., Commissioner Gerber moved to adjourn the meeting to February 8, 2016, at 7:00 p.m. at Katy Geissert Civic Center Library. Commissioner Sargent seconded the motion; a roll call vote reflected unanimous approval.

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Approved as submitted February 8, 2016 s/ Rebecca Poirier, City Clerk
