

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

**1. CALL TO ORDER**

The Torrance Library Commission convened in a regular session at 7:05 p.m. on Monday, January 9, 2012 at Katy Geissert Civic Center Library.

**2. ROLL CALL**

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

Absent: None.

Also Present: City Librarian Theyer.

**3. FLAG SALUTE**

Commissioner Ravine led the Pledge of Allegiance.

**4. AFFIDAVIT OF POSTING**

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

**5. APPROVAL OF MINUTES**

**5A. LIBRARY COMMISSION MEETING OF NOVEMBER 14, 2011**

Minutes were not available.

**8A. TORRANCE PUBLIC LIBRARY FOUNDATION**

This item was taken out of order.

Kurt Weideman, representing Torrance Public Library Foundation, provided a presentation on the Foundation's accomplishments over the past 12 years and plans to raise funds for laptop computers for Katy Geissert. He discussed the Foundation's participation in the City's Centennial and distributed a brochure "One Book, One City" that outlines a schedule of ten events in April 2012 that center on Laura Hillenbrand's book Unbroken, culminating with a presentation by Louis Zamperini on April 28 at Toyota Auto Museum. He asked the Commission to support the Foundation in promoting the events.

**6. NEW BUSINESS**

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

City Librarian Theyer announced a paperback book sale on January 21, 2012 at Katy Geissert. She reported that on January 10, 2012 City Council is scheduled to accept and appropriate the Friends' annual donation of approximately \$14,000 for Youth

Services programs during the school year. She noted that a second donation for summer programming in the amount of \$21,000 is planned for February 2012.

Commissioners Ross and Wasserman expressed interest in attending the January 10, 2012 City Council meeting to represent the Commission.

**6B. TORRANCE YOUTH COUNCIL**

Youth Council members Samuel Lee and Sean Lee, both from Torrance High School, shared information about the successful December 11, 2011 Christmas Boutique at Wilson Park and Secret Santa party last weekend.

**6C. MEMBERSHIP IN CALIFORNIA LIBRARY ASSOCIATION AND CALIFORNIA ASSOCIATION OF LIBRARY TRUSTEES AND COMMISSIONERS**

City Librarian Theyer noted that membership forms for CLA and CALTAC were included in agenda materials and requested that the Commission determine what memberships each Commissioner should and would like to have. She also distributed the Commission budget fiscal year to date and registration information for the American Library Association (ALA) 2012 Annual Conference on June 21-26, 2012 in Anaheim.

In response to Commissioners' inquiries, she described types of exhibits, vendors, seminars, and workshops that would be offered at the ALA Conference, noting that it is only held in Southern California once every few years.

Commissioners discussed benefits of CLA and CALTAC membership, available funds in the Commission budget, funds needed for the part-time staff recognition breakfast, and the possibility of sending one or two representatives to the ALA Conference. There was consensus that Commissioners should be CLA supporting members and not voting members, that it was important to be CALTAC members, and that memberships in both organizations would cost \$336.

**MOTION:** Commissioner Wasserman moved for the Commission to appropriate funds from its budget to cover group membership in CALTAC and supporting memberships in CLA. Commissioner Wengrow seconded the motion; a voice vote reflected unanimous approval.

City Librarian Theyer noted that a "Save the Date" for the CALTAC Spring 2012 Workshops on March 10, 2012 in Burbank was included in agenda packets.

**6D. CALTAC BOARD TRAINING**

Chairperson Stapleton reported that Jane Jones would be delighted to facilitate a training session with Commissioners. She distributed a Library Board Effectiveness Training agenda and noted that the training would take three and a half hours. Commissioners discussed their availability and March 31, 2012 was tentatively scheduled.

**6E. TORRANCE LIBRARY TALKING POINTS**

City Librarian Theyer noted that draft talking points for Commissioners to use for advocacy and outreach were included in agenda materials. She offered to prepare the points as a finished handout once the Commission has selected which points are most appropriate.

Commissioners suggested that it would be useful to include a comparison of system-wide circulation, patron visits, computer use, programs, and questions asked. City Librarian Theyer offered to provide usage on a typical Saturday, Sunday, school day, and summer day as well as monthly or year-to-date branch reports before branch visits.

#### **6F. CITY AND STATE BUDGET REPORT**

City Librarian Theyer noted that her report on the City budget and California State budget was included in agenda materials. Referring to the City budget, she reported that there was a recent Court decision striking down California redevelopment agencies and that City Council will vote on becoming a successor agency on January 10, 2012. She noted that the capital budget would also be considered by City Council on January 10, 2012 and that expressed hope that Southeast Library will get a new roof.

She discussed immediate and future impacts that the loss of State funding will have on libraries and Torrance Public Library. She stated that she is attending a summit for public library directors in Sacramento on January 17, 2012. She noted that the Governor's new budget for next year that was just released cuts over \$1 million from the State Library. She distributed maps of California Library Systems and the Southern California Library Cooperative System. She stated that some library systems in California rely heavily on State funding and are laying off staff and in the process of dissolving, noting that SCLC fortunately has some reserves.

In response to Commissioner Wasserman's inquiry, City Librarian Theyer stated that the Library is losing \$11,000 in direct funding and that amounts of transaction based reimbursement and inter library loan fluctuate but is approximately \$5,000 to \$15,000 a year. She added that, since California is no longer meeting level of effort, there could be a 20% loss next year and 80-85% loss the year after that.

Responding to Commissioner Perkins' inquiry, she discussed some of the ramifications of Federal cuts that include training, Summer Reading Program supplies, and eligibility for start-up innovative grants.

#### **6G. COMMISSION VISITS TO BRANCH LIBRARIES**

City Librarian Theyer presented a proposed schedule of Commission visits to branch libraries starting in March 2012 and ending in July 2012. She stated that, once finalized, an item would be prepared for City Council requesting permission for the visits.

**MOTION:** Commissioner Wasserman moved to approve as presented the proposed schedule of Commission visits to branch libraries in 2012. Commissioner Sargent seconded the motion; a voice vote reflected unanimous approval.

#### **6H. DECIDE NEXT MEETING DATE**

City Librarian Theyer noted that the second Monday of February 2012 is a holiday and asked Commissioners if they want to hold the meeting on another date or go dark in February.

**MOTION:** Commissioner Sargent moved that the Library Commission go dark in February 2012 and adjourn the meeting to March 12, 2012 at El Retiro Library. Commissioner Perkins seconded the motion; a voice vote reflected unanimous approval.

Commissioner Wengrow requested an excused absence for the March 12, 2012 Library Commission meeting.

**MOTION:** Commissioner Ross moved to grant Commissioner Wengrow an excused absence for the March 12, 2012 Library Commission meeting. Commissioner Perkins seconded the motion; a voice vote reflected unanimous approval.

**6I. NATIONAL DIGITAL PUBLIC LIBRARY CONFERENCE**

City Librarian Theyer noted that a recap of the November 14-17, 2011 National Digital Public Library Conference held at Los Angeles Public Library was included in attachments. She stated that she was unable to attend the Conference but included highlights and opinions by Nate Hill.

**7. OLD BUSINESS**

**7A. COMMISSION OUTREACH REPORTS**

Commissioner Perkins stated that she went to see the Rose Parade floats and the opening of Janice Hahn's office in San Pedro.

Commissioner Sargent reported that she attended the December 11, 2011 Christmas Boutique at Wilson Park.

**7B. CITICABLE UPDATE**

Commissioner Ravine reported that he spoke with Hope Witkowsky last week and plans to write up a proposal about a segment for "Senior Scenes" centered on the Library. He noted that the segment on Words on Wheels will be televised for one month starting in late February 2012.

**8. COMMISSION LIAISON REPORTS**

**8A. TORRANCE PUBLIC LIBRARY FOUNDATION**

Previously discussed following item 5A.

**8B. SOUTHERN CALIFORNIA LIBRARY COOPERATIVE (SCLC)**

City Librarian Theyer noted that her update on SCLC was included in agenda packets. She added that SCLC has filed dissolution paperwork with CALPERS to determine retirement liability.

**8C. EDUCATION AND SCHOOL RELATIONS**

No report.

**9. MONTHLY DIVISION REPORT**

City Librarian Theyer noted that the Monthly Division Report was included in agenda packets. She announced that the Library has received approval to add two temporary Library pages and that the Torrance Library app is now available in I Tunes and Amazon marketplace. She provided an update on the market for ebooks, with changes in pricing, selection, and legalities almost weekly.

**10. ORAL COMMUNICATIONS**

**10A.** Commissioner Ravine presented a proposal for a commemorative Library card in conjunction with the Centennial. He distributed articles about commemorative Library

cards offered in Long Beach Public Library and Burbank Public Library. Following a brief discussion, he was given direction to present the proposal to the Centennial Committee to determine if there is interest and to place an item on a future Commission meeting agenda for further discussion.

**10B.** Commissioner Wengrow stated that she found staff to be very helpful during a recent visit to Katy Geissert.

**10C.** Commissioner Perkins distributed information about an exhibit “21 Artists Create Books” at Dominguez Hills.

**10D.** Commissioner Sargent announced a Miracle of Living lecture on eating disorders on January 18, 2012.

**10E.** Commissioner Wasserman wished everyone a happy New Year.

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

Items for the March 12, 2012 Library Commission meeting agenda were listed and include: Friends, Foundation, Youth Council, SCLC, Education and School Relations, outreach reports, CitiCABLE update, Centennial library card, CALTAC workshop/reports/reimbursement, City and State budget, and part-time staff breakfast.

**12. ADJOURNMENT**

**MOTION:** At 9:02 p.m., Commissioner Wengrow moved to adjourn the meeting to Monday, March 12, 2012 at El Retiro Library, at 7:00 p.m. Commissioner Perkins seconded the motion and, hearing no objection, Chairperson Stapleton so ordered.

Approved as Submitted March 12, 2012 s/ Sue Herbers, City Clerk
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