

**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, September 10, 2012 at Katy Geissert Civic Center Library.

**2. ROLL CALL**

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

Absent: None.

Also Present: Principal Librarian Operations Vinke and Senior Librarian Firchow.

**3. FLAG SALUTE**

Commissioner Stapleton led the Pledge of Allegiance.

**4. AFFIDAVIT OF POSTING**

**MOTION:** Commissioner Perkins, 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 AUGUST 13, 2012**

**MOTION:** Commissioner Ross moved to approve the August 13, 2012 Library Commission meeting minutes as submitted. Commissioner Perkins seconded the motion; a voice vote reflected unanimous approval (Commissioners Stapleton and Wasserman abstaining).

**6. NEW BUSINESS**

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

Secretary Covey reported that Friends has been receiving a large number of used book donations and is looking forward to the October 19-20, 2012 book sale.

**6B. SUMMER READING PROGRAM REPORT**

Principal Librarian Firchow noted that her written report was included in agenda item 6B. She provided highlights and statistics from the Summer Reading Program. She reported that the Library experienced an 8.5% increase in registrations although

there were fewer pre-reader and teen participants. She noted that eighth graders were moved up to the teen program this year and that hours required for completion were also increased. She recognized Torrance Teacher Association and Friends for donating funds and books that allowed the Library to give away a free book as a prize for completing the program. She stated that the Library is already working on the theme for next summer's reading program.

In response to Commissioner Wasserman's inquiry about the teen program, Principal Librarian Firchow discussed the challenge of motivating teens to participate in reading programs and the possibility of adding a participation element next summer.

Chairperson Sargent introduced Youth Council members Frank Masi from El Camino College and Leanne Fukumoto and Anna Spallino from South High School.

#### **6C. REVISION OF LIBRARY STANDARDS OF BEHAVIOR**

Principal Librarian Vinke presented the proposed Standards of Behavior and Unattended Child Policy and asked Commissioners to provide any feedback. He stated that major revisions in the Standards include permission to have covered drinks and permission to have quiet conversations on cell phones. He noted that the Unattended Child language has been removed from the Standards and made a separate policy that can be handed out to parents.

Responding to Commissioner Wengrow's inquiry regarding service animals, he explained that language has been added to comply with State regulations.

**MOTION:** Commissioner Ross moved to approve the proposed Standards of Behavior and Unattended Child Policy. Commissioner Stapleton seconded the motion; a voice vote reflected unanimous approval.

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

##### **7A. COUNCIL / COMMISSION JOINT MEETING**

Principal Librarian Vinke reported that the joint meeting of City Council and Library Commission is scheduled for October 23, 2012. Commissioners Stapleton and Ross stated that they would not be able to attend and there was a consensus of Commissioners to postpone the joint meeting to January 2013.

##### **7B. PODCASTING REPORT**

Commissioner Wasserman reported that he has tentatively scheduled an interview with City Librarian Theyer the week of September 24-28, 2012. He recommended that the Commission expand the podcasting committee to include Commissioner Wengrow.

**MOTION:** Commissioner Wasserman moved to appoint Commissioner Wengrow to the podcasting ad hoc committee. Commissioner Ross seconded the motion; a voice vote reflected unanimous approval.

##### **7C. OUTREACH REPORT**

Commissioner Ravine stated that he attended the classical music Centennial tribute at United Methodist Church.

Commissioner Wengrow expressed her appreciation to staff for helping her find two child development books.

Commissioner Perkins stated that she attended the opening of Del Amo Boulevard.

Commissioner Stapleton stated that she attended the August book club meeting at Katy Geissert.

Chairperson Sargent stated that she enjoyed Torrance Theatre Company's "Fiddler on the Roof," attended the Del Amo Boulevard opening, and has been talking to people about the Library's Play-Aways.

**10. ORAL COMMUNICATIONS**

This item was taken out of order.

Youth Council member Frank Masi, El Camino College, reported that the Youth Council recently formed its committees.

Youth Council member Anna Spallino, South High School, stated that the Youth Council would be willing to help generate interest in the teen Summer Reading Program.

**7D. CALENDAR ATTENDANCE AT CITY COUNCIL MEETINGS**

Chairperson Sargent stated that she plans to attend the September 25 City Council meeting when City Council is scheduled to accept the Library's Annual Report. She offered to speak about the success of the Summer Reading Program, its sponsors, and the importance of donations.

Commissioner Wasserman announced a City Council community outreach meeting at North Torrance High School on September 18.

**8. COMMISSION LIAISON REPORTS**

**8A. TORRANCE PUBLIC LIBRARY FOUNDATION**

Commissioner Perkins reported that the next Foundation meeting is scheduled for September 13, 2012.

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

No report.

**8C. EDUCATION AND SCHOOL RELATIONS**

No report.

Commissioner Wasserman suggested that Commissioners participate in reading aloud to elementary school students during community events and asked that the Commission be added to the list of contacts.

**8D. LIBRARY CENTENNIAL COMMITTEE**

No report.

**9. MONTHLY DIVISION REPORT**

Principal Librarian Vinke noted that the Monthly Division Report was included in agenda materials. He distributed fliers for upcoming Library programs that include “Torrance Adult School—Education That Works” on September 12, “The Artisan Guitar Ensemble” on September 12, “Kapoho: Memoir of a Modern Pompeii” with Frances Kakugawa, and “Genealogy Basics” on October 6,

**10. ORAL COMMUNICATIONS**

**10A.** Commissioner Wasserman relayed residents’ interest in the Movie in the Park program.

**10B.** Commissioner Perkins announced the Centennial Parade and dedication of Centennial Plaza on September 16, 2012.

**10C.** Commissioner Stapleton informed the Commission that she has decided not to seek reappointment in January 2013 due to personal commitments.

Commissioners expressed their regrets that she would not be seeking reappointment.

**10D.** Commissioner Sargent distributed fliers for the September 19, 2012 Miracle of Living lecture.

**10E.** Commissioner Ross stated that he was going to San Diego on September 11 to attend a naval submarine luncheon.

**10F.** In response to Commissioner Ross’s inquiry, Principal Librarian Vinke explained the Library’s weeding or deselection process.

**10G.** Commissioner Ravine stated that he saw a community collection for children in the lobby of a Nashville hotel and expressed interest in working on community collections in Torrance.

Commissioner Wasserman stated that the Torrance Masonic Lodge may be interested in supporting an effort such as this.

**10H.** Chairperson Sargent expressed her appreciation to Commissioner Stapleton for the excellent job she did as Chairperson.

**10I.** Principal Librarian Vinke asked for volunteers to assist at the 20<sup>th</sup> Annual Health & Resource Fair on September 15 and Chairperson Sargent offered to participate.

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

Items for the October 8, 2012 Library Commission meeting agenda were listed and include: Friends, Youth Council, Commission liaison reports, outreach reports, attendance at City Council meetings, e-book update, podcast update, meeting in December, and joint meeting with City Council.

**12. ADJOURNMENT**

**MOTION:** At 8:22 p.m., Commissioner Ross moved to adjourn the meeting to October 8, 2012 at 7:00 p.m. at Katy Geissert Civic Center Library. Commissioner Wengrow seconded the motion and, hearing no objection, Chairperson Sargent so ordered.

Approved as Submitted October 8, 2012 s/ Sue Herbers, City Clerk
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