

**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, April 11, 2016 at Henderson Library.

2. ROLL CALL

Present: Commissioners Gerber, Hausmann, Lambert,
Perkins, Ravine, and Chairperson Ross.

Absent: Commissioner Javaid.

Also Present: City Librarian Theyer, Principal Librarian
Wierzbicki, Senior Librarian Van Vranken, and
Youth Services Librarian Moses.

3. FLAG SALUTE

Chairperson Ross led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

MOTION: Commissioner Ravine, seconded by Commissioner Gerber, moved to accept and file the report of the City Clerk on the posting of the agenda; a roll call vote reflected 6-0 approval (absent Commissioner Javaid).

5. APPROVAL OF MINUTES

5A. MINUTES OF MARCH 14, 2016

MOTION: Commissioner Gerber moved to approve the Library Commission meeting minutes of March 14, 2016 as presented; Commissioner Ravine seconded the motion. The motion passed on a 6-0 roll call vote (absent Commissioner Javaid).

6. NEW BUSINESS

6A. FRIENDS OF THE TORRANCE LIBRARY

City Librarian Theyer reported that Friends is busy getting ready for a Hardback Book Sale on April 22-23. A thank you card from Hospitality Chair Teresa Covey was circulated.

6B. TORRANCE YOUTH COUNCIL

No report.

6C. HENDERSON LIBRARY REPORT

Senior Librarian Van Vranken welcomed Commissioners and provided an update on branch activities since the Commission's last visit. She noted that the Henderson Library Report was included in agenda attachments. She shared information about the Mayhem in the AM Book Group. She informed Commissioners that the Craft Delight program has become so popular that it is now meeting every Wednesday, and she passed around a quilting piece and necklace with beads made out of paper.

Youth Services Librarian Moses discussed storytimes, after-school crowds, and craft programs. He distributed Popsicle Stick Flashlights made by elementary school students. He noted that West High School students often assist with the programs.

Chairperson Ross inquired about the furniture on the Wish List, and staff stated that tables and chairs for this library alone have been priced at approximately \$30,000.

6D. WORKSHOP ATTENDANCE

City Librarian Theyer asked if Commissioners were interested in attending two upcoming workshops: Spring Workshop offered by California Public Library Advocates (CPLA) in Tustin on April 16, and The Serving With A Purpose Conference in Ontario on May 12. Commissioner Ravine stated that he is already registered for the Spring Workshop.

MOTION: Commissioner Gerber moved to reimburse Commissioner Ravine for registration and mileage for the CPLA Spring Workshop in Tustin on April 16, 2016. Commissioner Perkins seconded the motion; a roll call vote reflected 6-0 approval (absent Commissioner Javaid).

7. OLD BUSINESS

7A. DAY IN THE DISTRICT REPORT

City Librarian Theyer stated that she is still trying to make an appointment with State Senator Allen's office.

7B. AD HOC COMMITTEE REPORT – JOINT MEETING WITH CITY COUNCIL

Commissioner Gerber reported that the Committee is reconvening in May to begin planning the joint meeting with City Council on September 27, 2016.

7C. AD HOC COMMITTEE REPORT – STAFF RECOGNITION

City Librarian Theyer distributed a proposed schedule for Commissioners to sign up for nine visits to Library work units on May 16 through June 7.

Commissioner Ravine reported that the ad hoc committee recently met to plan the staff recognition. He presented a proposed budget for the staff recognition and suggested increasing the amount of gift cards this year from \$5 to \$10. He presented proposed wording to be included with the gift cards.

A brief discussion centered on the Commission's budget.

MOTION: Commissioner Ravine moved to approve not-to-exceed \$1,300 for the Library staff recognition. Commissioner Gerber seconded the motion; a roll call vote reflected 6-0 approval (absent Commissioner Javaid).

7D. SOCIAL SERVICES COMMISSION REPORT

City Librarian Theyer, Chairperson Ross, and Commissioner Perkins discussed the March 24 Social Services Commission meeting. It was noted that the meeting focused on veterans affairs and homeless populations and the next meeting would be presentations on issues related to mentally challenged adults and special needs youth.

Chairperson Ross stated that presentations at the meeting included a representative from Ted Lieu's office, Torrance Police Department, South Bay Family Promise, South Bay Cities Council of Governments, Torrance Public Library, South Bay Coalition to End Homelessness, and Vietnam Veterans Association of South Bay.

Commissioners Gerber and Perkins indicated that they would try to attend the next meeting on April 28.

8. MONTHLY DIVISION REPORT

City Librarian Theyer noted that her Monthly Division Report was included in agenda materials. She reported that they are in the process of interviewing for Library Technicians to fill 13 vacancies. She distributed an April 8 Budget Message from California Library Association (CLA) requesting that people contact legislators to urge them to support several proposals that include the Governor's proposal to provide an additional \$1.8 million to the California Library Services Act. She stated that the Assembly Budget Subcommittee on Education Finance would not review the State Library Budget until after the Governor's May revise.

Chairperson Ross initiated a brief discussion about the CLA lobbyists.

9. ORAL COMMUNICATIONS

9A. Commissioner Perkins stated that she attended the April 2 Pancake Breakfast, Senior Prom, and City Council meetings.

9B. Commissioner Haussmann stated that she enjoyed the Torrance Art Museum opening exhibition, Candidate forum, and a City Council meeting.

9C. Commissioner Ravine stated that he went to the Commissioner Training and Torrance Achievement program at Strand Brewery.

9D. Commissioner Gerber stated that she enjoyed the April 3 Cherry Blossom Festival.

9E. Chairperson Ross stated that he attended the Commissioner Training, Pancake Breakfast, Youth Council meeting, and served on the Beat the Odds selection committee.

9F. City Librarian Theyer stated that this is National Library Week and that there would be a Proclamation at the April 12 City Council meeting.

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

Items for the May 9, 2016 Library Commission meeting agenda were listed and include: Friends, Youth Council, Ad Hoc Committee reports, CPLA Spring Workshop, Social Services Commission, Library's annual progress report, El Retiro Library report, Day in the District, State budget, and Monthly Division Report.

11. **ADJOURNMENT**

MOTION: At 8:24 p.m., Commissioner Haussmann moved to adjourn the meeting to May 9, 2016, at 7:00 p.m. at El Retiro Library. Commissioner Perkins seconded the motion; a roll call vote reflected approval.

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Approved as submitted May 9, 2016 s/ Rebecca Poirier, City Clerk
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