

**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, April 13, 2015 at Henderson Branch Library.

2. ROLL CALL

Present: Commissioners Perkins, Plourde*, Ravine,
Sargent, and Chairperson Ross.

Absent: Commissioners Haussmann and Wengrow.

Also Present: City Librarian Theyer, Senior Librarian Van
Vranken, Principal Librarian Wierzbicki, Youth
Services Supervisor Firchow, and Patrick Sullivan,
Assistant City Attorney.

MOTION: Commissioner Sargent moved to grant excused absences to Commissioners Haussmann and Plourde* for the April 13, 2015 Library Commission meeting. Commissioner Ravine seconded the motion; a roll call vote reflected unanimous approval.

*Commissioner Plourde arrived at 7:07 p.m.

3. FLAG SALUTE

Senior Librarian Van Vranken led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

MOTION: Commissioner Perkins, seconded by Commissioner Ravine, moved to accept and file the report of the City Clerk on the posting of the agenda; a roll call vote reflected unanimous approval (absent Commissioners Haussmann and Wengrow).

5. APPROVAL OF MINUTES

5A. MINUTES OF MARCH 9, 2015

MOTION: Commissioner Sargent moved to approve the Library Commission meeting minutes of March 9, 2015 as presented. Commissioner Perkins seconded the motion; a roll call vote reflected unanimous approval (absent Commissioners Haussmann and Wengrow).

6. NEW BUSINESS

6A. FRIENDS OF THE TORRANCE LIBRARY

Teresa Covey, Hospitality Chair, reported that Friends has been busy getting ready for the April 17-18 Hardback Book Sale at Katy Geissert.

City Librarian Theyer noted that the Library is accepting a generous donation from Friends for adult programming at the April 28 City Council meeting.

6C. HENDERSON LIBRARY REPORT

Senior Librarian Van Vranken welcomed Commissioners and noted that the Henderson Library Report was included in agenda attachments. She was pleased to announce that a permanent Youth Services Librarian will be assigned to Henderson effective April 26. She discussed the many changes to the adult collection and described adult programming at the Library. She showed samples of crafts made at monthly Adult Saturday Workshops and highlighted a Writing Workshop with Denise Hamilton last September. She stated that Henderson hosted eight GET Program.

Youth Services Supervisor Firchow shared information about the two storytime programs each week as well as after school programs for youth and teens that include monthly crafts and movie screenings. She noted that weeding has allowed them to create a section for picture books for older readers. She stated that after school from 3:00 to 5:00 the Library is extremely busy and that right now they are circulating the most of all the branches.

Commissioner Plourde suggested that the Commission recommend expansion of Henderson to City Council, and City Librarian Theyer stated that preliminary plans were developed for Henderson and North Torrance branches; however, after applying for three rounds of State Library funds, they were not awarded.

Chairperson Ross inquired about the computer for the Library Assistant 1 on the Wish List, and City Librarian Theyer explained that it involves both a one time cost for the computer, software, and telecommunications as well as ongoing maintenance. She added that she refers any computer donations to CIT.

6B. TORRANCE YOUTH COUNCIL

This item was taken out of order.

The Commission welcomed Youth Council member William Kang who announced the Pancake Breakfast on April 18 and Coffee House on April 24. He stated that he enjoyed directing and editing the new video promoting the Library that can be seen on the Library's Facebook page.

6D. YOUTH SERVICES COLLECTION DEVELOPMENT POLICY REVISION

Youth Services Supervisor Firchow presented a revised and updated Youth Services Collection Development Policy in the material of record. She discussed the need to create a Middle School and Picture Books for Older Readers collections, noting that definitions of age groups have been changed to reflect these additions. She pointed

out other major changes to the policy that include the addition of Storytime Kits and language changes to reflect new audiovisual media technologies

Commissioners commended Youth Services Supervisor Firchow on the efforts that went into preparing the comprehensive, well-written Policy.

6E. STORYTIME KITS

Youth Services Supervisor Firchow provided a report on the new Storytime Kit Collection made possible by a 2013 State Library grant. She stated that the Kits could be checked out and used in daycare centers, preschools, home schooling groups, and any group that cannot visit the Library. She noted that each Kit is organized around a specific theme and showed Commissioners one of 15 Storytime Kits on Babies. She stated that each Kit includes books to read aloud, a musical CD, a flannel board, puppet, puzzle, and guide that offers songs, rhymes, and activities. She expressed appreciation to Friends for funding the extras that go with the books. She stated that staff is in the process of putting the Kits together and will put out a press release when they are ready. She expects the Kits to be popular because Library storytimes are so well attended, noting that today there were 100 people in the Polly Watts Theatre for storytime.

6F. CPLA WORKSHOP

City Librarian Theyer invited Commissioners to discuss their attendance at the California Public Library Advocates (CPLA) Workshop on March 14 at Redondo Beach Public Library. She noted that Commissioner Hausmann's report was included in agenda materials.

Commissioner Perkins stated that the Workshop was interesting and she enjoyed hearing about fundraising ideas. Commissioner Ravine stated that there were three discussion groups and that he attended the one about Friends and Foundations. Commissioner Sargent stated that the Workshop was worthwhile but that she did not get as much out of this one as she has in the past.

7. OLD BUSINESS

7A. JOINT MEETING WITH TORRANCE CITY COUNCIL

City Librarian Theyer reported that the ad hoc committee met on March 18 to finalize the agenda for the April 21 joint meeting with City Council. She stated that the adult video contest winner of "Explore the World with Torrance Library" would be shown as well as the first video that the Youth Council created. She asked Commissioners to review the agenda and confirmed that they are comfortable with their assignments.

7B. EMPLOYEE RECOGNITION

City Librarian Theyer reviewed the schedule for Commissioners' visits to Katy Geissert and branch libraries. She reported that Commissioner Ravine has purchased the gift cards and that staff is assembling the cards with the message. She stated that she would contact Commissioners in May to schedule their individual visits.

7C. DAY IN THE DISTRICT

City Librarian Theyer reported that Commissioners Ravine, Sargent, and Chairperson Ross visited Assemblymember Hadley's office on March 13 and Commissioners Perkins, Ravine, and Sargent visited Senator Allen's office on April 3. She invited Commissioners to provide their input from the meetings.

Commissioner Sargent stated that both legislators were very receptive. She noted that Assemblymember Hadley expressed his concern about all of the outside influences in Sacramento and that Senator Allen is on the Senate Budget Committee that oversees the State education budget.

Commissioner Ravine stated that he attended all three visits and found each of them interesting in their own way on how they handled the input that they were given.

8. MONTHLY DIVISION REPORT

City Librarian Theyer noted that her Monthly Division Report was included in agenda materials. She reported that the front lobby project is proceeding on schedule and that McMaster Park construction is underway, adding that the Library is the only building that is open.

9. ORAL COMMUNICATIONS

9A. Chairperson Ross requested an excused absence for the May 11 Commission meeting.

9B. Commissioner Perkins stated that she attended the Kiwanis luncheon on March 19 and accepted the Certificate of Recognition for the Library Commission. She also went to a Torrance Art Museum opening exhibition and worked at the Senior Prom.

9C. Commissioner Ravine shared information about a tour of Space X in Hawthorne.

9D. Commissioner Sargent stated that she worked at the Cherry Blossom Festival at Columbia Park and attended the Firefighter's Spaghetti dinner, Japanese American Gardeners presentation at the Library, and the City's volunteer recognition dinner.

9E. Commissioner Sargent announced the Bunka Sai Japanese Cultural Festival on April 25-26, Healthy Kids Day at the YMCA, Relay for Life at South High School, and a Miracle of Living lecture on April 15.

9F. Commissioner Plourde stated that he enjoyed the Firefighter's Spaghetti dinner.

9G. Chairperson Ross stated that he also attended the Firefighter's Spaghetti dinner and participated on the Beat the Odds scholarship selection committee on April 9.

9H. Chairperson Ross relayed an invitation to go on a Metropolitan Water District tour to the Edmonston Pumping Plant and Jensen Treatment Plant on April 25.

9I. Commissioner Plourde stated that he met with the Mayor on March 17. He stated that he voiced his concerns to City Librarian Theyer regarding the Oath of Office that he took and maintained that the Library is in violation of Article 3, Section 6 of the State Constitution. He stated that he is not causing any problems but is merely trying to satisfy his own need with respect to his Commission status and Oath of Office.

9J. Commissioner Plourde recommended that a flag be mounted inside of every library.

9K. Principal Librarian Wierzbicki stated that the Library is looking for teen volunteers to help with the May 9 Healthy Family Field Day.

10. ITEMS FOR NEXT LIBRARY COMMISSION MEETING

Items for the May 11, 2015 Library Commission meeting agenda were listed and include: Friends, Youth Council, Monthly Division Report, North Torrance Library report, Staff Recognition, Commissioner Plourde's statement, CLA Conference, and debrief of joint meeting with City Council.

11. ADJOURNMENT

MOTION: At 8:35 p.m., Commissioner Sargent moved to adjourn the meeting to April 21, 2015, at 5:30 p.m. in the Library Meeting Room for a joint meeting with City Council. Commissioner Ravine seconded the motion; a roll call vote reflected unanimous approval.

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Approved as submitted May 11, 2015 s/ Rebecca Poirier, City Clerk
