

**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, May 11, 2015 at North Torrance Branch Library. Due to the absence of Chairperson Ross, Vice-Chairperson Wengrow led the meeting.

**2. ROLL CALL**

Present: Commissioners Hausmann, Perkins,  
Ravine, and Vice-Chairperson Wengrow.

Absent: Commissioner Sargent and Chairperson Ross.

Also Present: City Librarian Theyer, Senior Librarian Frame,  
Principal Librarian Wierzbicki, Youth Services  
Supervisor Firchow, Councilmember Weideman, and  
Senior Business Manager Minter.

**MOTION:** Commissioner Ravine moved to grant an excused absence to Commissioner Wengrow for the April 13, 2015 Library Commission meeting. Commissioner Perkins seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Sargent and Chairperson Ross).

**MOTION:** Commissioner Perkins moved to grant excused absences to Commissioner Sargent and Chairperson Ross for the May 11, 2015 Library Commission meeting. Commissioner Ravine seconded the motion; a roll call vote reflected unanimous approval.

**3. FLAG SALUTE**

Commissioner Hausmann 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 Commissioner Sargent and Chairperson Ross).

**5. APPROVAL OF MINUTES**

**5A. MINUTES OF APRIL 13, 2015**

**MOTION:** Commissioner Hausmann moved to approve the Library Commission meeting minutes of April 13, 2015 as presented. Commissioner Perkins seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Sargent and Chairperson Ross).

**5B. MINUTES OF APRIL 21, 2015 - JOINT MEETING WITH CITY COUNCIL**

**MOTION:** Commissioner Perkins moved to approve the minutes of the April 21, 2015 joint meeting of the Library Commission and City Council as presented. Commissioner Ravine seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Sargent and Chairperson Ross).

**6. NEW BUSINESS**

Commissioners, staff members, and guests took turns introducing themselves.

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

No report.

**6B. TORRANCE YOUTH COUNCIL**

No report.

**6C. McMASTER PARK UPDATE**

Senior Business Manager Minter provided an update regarding the \$2.1 million McMaster Park Redevelopment Project that started in January 2015. He reported that the late May, early June 2015 anticipated completion date has been delayed due to the moving of utilities and that completion is now expected August 2015. He noted that North Torrance Library has remained open during construction, but that parking has been impacted. He stated that the new driveway, with entrance and exit off of Artesia Boulevard, would make the frontage on Artesia Boulevard instead of the back as well as help ease congestion on Yukon Avenue. With the aid of architectural drawings, he described renovations to the Herma Tillim Senior Center that will have a kitchen, patio and three break-out rooms available to the public, non-profit organizations, and Library as well as the Early Childhood Education room that will have a new patio. He also described upgrades to the sports field, basketball court, playground equipment with a fire station theme, picnic tables, lighting, and parking lot with ADA upgrades.

In response to Vice-Chairperson Wengrow's inquiries, he stated that a portion of available funding would provide new furniture and appliances, the surfacing of the play equipment would be engineered wood fiber, and additional parking spaces would not be created.

**6D. NORTH TORRANCE LIBRARY REPORT**

Senior Librarian Frame welcomed Commissioners and noted that the North Torrance Library Report was included in agenda attachments. He reported that patronage at the branch has decreased 25-30% since the McMaster Park Redevelopment Project began, noting the importance of parking. He pointed out that the Homework Center was moved to the far side of the room and called attention to the new banner and table signs donated by ExxonMobil.

City Librarian Theyer provided background on ExxonMobil's donation of \$80,000 for the Homework Center five years ago for their 80<sup>th</sup> anniversary. She stated that the donation was used to purchase laptop computers, an early literacy computer, color printer, supplies, and a science and math collection, adding that they continue to contribute additional funds every year.

Responding to Vice-Chairperson Wengrow's inquiry, she stated that there is no charge for students to use the printer.

Youth Services Supervisor Firchow was pleased to announce that Marc Pezzell has joined the staff as the Youth Services Librarian of the branch.

**6E. REGISTRATON FOR CLA CONFERENCE**

City Librarian Theyer announced the California Library Association Conference on November 5-8, 2015 in Pasadena, California. She recommended that the Commission determine which members are interested in attending the Conference and decide if it wants to use funds from this fiscal year for registration. She stated that the program of events and fees have not been released yet but suggested that the Commission approve a budget of not-to-exceed \$250 per person for full Conference registration. She noted that Commissioner Sargent indicated that she wants to attend and that Chairperson Ross is not interested in attending. Commissioners Hausmann, Perkins, Ravine, and Vice-Chairperson Wengrow expressed interest in attending.

**MOTION:** Commissioner Ravine moved to approve a budget of not-to-exceed \$250 for registration for five Commissioners to attend the California Library Association Conference on November 5-8, 2015 in Pasadena, California, totaling \$1,250. Commissioner Perkins seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Sargent and Chairperson Ross).

**6F. AGENDA PACKET MAILING**

City Librarian Theyer reported that several Commissioners have had issues with the timely receipt of agenda packets in the mail, even with mailing one week before a meeting. She offered to scan the agenda packet and email it to Commissioners if they prefer, and Commissioner Ravine asked her to try it at least once.

**7. OLD BUSINESS**

**7A. JOINT MEETING WITH TORRANCE CITY COUNCIL DEBRIEF**

Commissioners offered positive comments regarding the April 21, 2015 joint meeting with City Council, particularly the addition of a hot food component to the meal.

Councilmember Weideman stated that the presentation regarding advocacy and Library needs was important and effective.

**7B. EMPLOYEE RECOGNITION**

City Librarian Theyer reviewed the schedule for Commissioners' visits to Katy Geissert and branch libraries. She distributed a sign up sheet and asked Commissioners to select the dates they would like to pick up cookie trays from her office for library visits.

**8. MONTHLY DIVISION REPORT**

City Librarian Theyer noted that her Monthly Division Report was included in agenda materials. She reported that she attended National Library Legislative Day in Washington D.C. as a representative of SCLC and will provide a written report for the next meeting. She noted that she had the opportunity to meet with the offices of

Congressman Lieu and Congresswoman Waters. She stated that on the first day there was a briefing from the American Library Association on current issues that include Library Services and Technology Act funding, pending expiration of Section 215 of the Patriot Act, the USA Freedom Act, copy write reform, school library funding, free access to taxpayer funded research, and Freedom of Information Act requests. Referring to the State budget, she stated that they are waiting for the Governor's May revise later this week.

Responding to Vice-Chairperson Wengrow's inquiry, she explained that under California State law your library records can only be revealed to you or somebody assigned by a court to represent you; however, under Section 215 of the Patriot Act, records can be requested and the Library has to give them without telling that person.

City Librarian Theyer announced the City's budget hearings on May 12 and 19. She encouraged Commissioners to go see the Library's gorgeously wrapped delivery van to promote the Library. She stated that Library staff saw over 500 people at Healthy Family Field Day at Wilson Park on May 9.

**9. ORAL COMMUNICATIONS**

**9A.** Commissioner Perkins stated that she attended a City Council meeting, Senior Faire, and Senior Garden Party.

**9B.** Commissioner Ravine stated that he enjoyed the Success in Aging Fair at the Marriott Hotel.

**9C.** Commissioner Haussmann stated that she attended the Success in Aging Fair at the Marriott Hotel and a City Council meeting.

**9D.** City Librarian Theyer stated that she is unable to attend the next Commission meeting and that Principal Librarian Wierzbicki would be there in her place.

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

Items for the June 8, 2015 Library Commission meeting agenda were listed and include: Friends, Youth Council, Monthly Division Report, El Retiro Library report, Staff Recognition, election of Chairperson and Vice-Chairperson, Introduction to Summer Reading Program, and budget update.

**11. ADJOURNMENT**

**MOTION:** At 8:14 p.m., Commissioner Perkins moved to adjourn the meeting to June 8, 2015, at 7:00 p.m. at El Retiro Branch Library. Commissioner Ravine seconded the motion; a roll call vote reflected unanimous approval.

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| Approved as submitted<br>June 8, 2015<br>s/ Rebecca Poirier, City Clerk |
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