

July 13, 2015

**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, July 13, 2015 at Southeast Branch Library.

**2. ROLL CALL**

Present: Commissioners Gerber, Hausmann,  
Perkins, Sargent, and Chairperson Ross.

Absent: Commissioners Ravine and Wengrow.

Also Present: City Librarian Theyer, Principal Librarian  
Wierzbicki, Senior Librarian Coates, and  
Youth Services Librarian Babiar.

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

**3. FLAG SALUTE**

Commissioner Gerber led the Pledge of Allegiance.

**4. AFFIDAVIT OF POSTING**

**MOTION:** Commissioner Perkins, seconded by Commissioner Sargent, 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 Ravine and Wengrow).

**5. APPROVAL OF MINUTES**

**5A. MINUTES OF JUNE 8, 2015**

**MOTION:** Commissioner Sargent moved to approve the Library Commission meeting minutes of June 8, 2015 as presented. Commissioner Hausmann seconded the motion; a roll call vote reflected unanimous approval (absent Commissioners Ravine and Wengrow).

**6. NEW BUSINESS**

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

Teresa Covey, Friends' Hospitality Chair, announced the Summer Paperback Book Sale on July 18 at Katy Geissert.

**6B. TORRANCE YOUTH COUNCIL**

Chairperson Ross distributed a June 25 letter from Senior Recreation Supervisor Reed inviting Commissioners to attend Youth Council meetings on first and third Wednesdays beginning August 19.

**6C. SOUTHEAST LIBRARY REPORT**

Youth Services Librarian Babiar welcomed Commissioners and noted that the Southeast Library Report was included in agenda attachments. She shared a story about developmentally disabled teens who recently visited the Library and distributed photographs of former young patrons who have grown up and kept in touch with her.

Senior Librarian Coates provided a recap on the GET Project that included 50 health and wellness programs over a nine-month period throughout the community. He noted that they partnered with over 22 agencies and that there were 1,600 participants. He announced a new book group World Voices that explores different topics from non-American authors and meets on the third Thursday of the month.

Responding to Commissioner Sargent's inquiry regarding the Wish List, he stated that a print management system would allow them to control printing and to release documents in the Homework Center, preventing a waste of paper and ink.

In response to Commissioner Gerber's inquiry, City Librarian Theyer explained that the Library still has significant needs for technology, but has not had a budget increase in four years.

**6D. COMMISSION ANNUAL REPORT**

Chairperson Ross appointed Commissioners Gerber, Perkins, and Sargent to an ad hoc subcommittee to prepare the Commission Annual Report, with Commissioner Gerber to serve as Chair.

**6E. CITY AND STATE BUDGET UPDATE**

City Librarian Theyer noted that her written report was included in agenda materials. She reported that the Governor's compromise budget passed as described in the item, with no immediate change in Library funding and no cuts to any programs. She stated that the City passed its budget, with no change to funding for the Library.

**6F. MEMBERSHIPS FOR NEW LIBRARY COMMISSIONER**

**MOTION:** Commissioner Sargent moved for the Commission to fund \$25 for Commissioner Gerber for membership in California Library Association (CLA) and \$25 for membership in California Public Library Advocates (CPLA), totaling \$50. Commissioner Haussmann seconded the motion; a roll call vote reflected unanimous approval (absent Commissioners Ravine and Wengrow).

**6G. SUNDAY SCHEDULE 2015-16**

City Librarian Theyer presented a proposed Sunday schedule for 32 open Sundays at Katy Geissert from September 2015 – June 2016.

In response to Chairperson Ross's inquiry, she explained that the schedule is tied to the Torrance Unified School District calendar.

The Commission was in recess from 7:28 p.m. to 7:40 p.m. to welcome new Commissioner Gerber.

**7. OLD BUSINESS**

**7A. CLA ATTENDANCE ADDITIONS**

City Librarian Theyer discussed the California Library Association Conference scheduled for November 5-8, 2015 in Pasadena. She reported that Commissioners Haussmann, Perkins, Ravine, and Sargent are registered for full regular conference, and Commissioner Wengrow is registered for November 6 only. She asked if Commissioners were interested in attending the advocacy pre-conference on November 5, CPLA Awards dinner on November 5, CLA Awards brunch on November 6, and/or the State Librarian's brunch on November 7. She noted that the schedule is online and that the early bird deadline is August 29.

**MOTION:** Commissioner Sargent moved to fund full registration of \$165 for Commissioner Gerber to attend the California Library Association Conference scheduled for November 5-8, 2015 in Pasadena. Commissioner Perkins seconded the motion; a roll call vote reflected unanimous approval (absent Commissioners Ravine and Wengrow).

**MOTION:** Commissioner Haussmann, seconded by Commissioner Gerber, moved to approve \$45 from the Commission budget for Commissioner Sargent to attend the California Library Association advocacy pre-conference on November 5, 2015, a roll call vote reflected unanimous approval (absent Commissioners Ravine and Wengrow).

**MOTION:** Commissioner Perkins moved to allocate \$40 each, totaling \$160, for Commissioners Perkins, Gerber, Sargent, and Haussmann to attend the California Library Association Awards brunch on November 6, 2015. Commissioner Gerber seconded the motion; a roll call vote reflected unanimous approval (absent Commissioners Ravine and Wengrow).

**8. MONTHLY DIVISION REPORT**

City Librarian Theyer noted that the Monthly Division Report was included in agenda materials.

In response to Commissioner Gerber's inquiry, Senior Librarian Coates discussed his participation in the Eureka Leadership Institute grant project.

Responding to Commissioner Gerber's inquiry, City Librarian Theyer stated that there have been requests for additional Little Libraries, noting that they have internal support but no internal funding.

**9. ORAL COMMUNICATIONS**

**9A.** Commissioner Perkins announced Rock Around the Block on July 16.

**9B.** Commissioner Gerber stated that she is on the Torrance Historical Society board and announced late night Thursdays starting in August.

**9C.** Commissioner Sargent stated that helped set up for the Cultural Arts Foundation's Gala, attended the 30<sup>th</sup> anniversary event at Farmers' Market, participated in the El Retiro and Walteria Library's staff recognitions, and enjoyed the Library's program with harpist Joanna Mell. She announced a Miracle of Living lecture on depression on July 16.

**9D.** Commissioner Haussmann stated that she delivered cookies to Katy Geissert and El Retiro for the staff recognition.

**9E.** Chairperson Ross stated that he participated in the Youth Council selection committee and three staff recognitions. He shared information about his visit to the main library in Las Vegas and distributed a thank you card from El Retiro Library for the staff recognition cookies.

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

Items for the August 10, 2015 Library Commission meeting agenda were listed and include: Friends, Monthly Division Report, Staff Recognition debrief, draft annual report, and CLA Conference attendance.

**11. ADJOURNMENT**

**MOTION:** At 8:12 p.m., Commissioner Gerber moved to adjourn the meeting to August 10, 2015, at 7:00 p.m. at Katy Geissert Civic Center Library. Commissioner Sargent seconded the motion; a roll call vote reflected unanimous approval.

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Approved as submitted August 10, 2015 s/ Rebecca Poirier, City Clerk
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