

**MINUTES OF A REGULAR MEETING OF THE
TORRANCE LIBRARY COMMISSION**

1. CALL TO ORDER

The Torrance Library Commission convened in a regular session at 7:03 p.m. on Monday, August 10, 2015 at Katy Geissert Civic Center Library. Due to the absence of Chairperson Ross, Vice-Chairperson Ravine led the meeting.

2. ROLL CALL

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

Absent: Commissioner Wengrow and Chairperson Ross.

Also Present: City Librarian Theyer.

MOTION: Commissioner Sargent moved to grant an excused absence to Chairperson Ross for the August 10, 2015 Library Commission meeting. Commissioner Gerber seconded the motion; a roll call vote reflected unanimous approval.

3. FLAG SALUTE

Vice-Chairperson Ravine led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

MOTION: Commissioner Perkins, 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 unanimous approval (absent Commissioner Wengrow and Chairperson Ross).

5. APPROVAL OF MINUTES

5A. MINUTES OF JULY 13, 2015

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

6. NEW BUSINESS

6A. FRIENDS OF THE TORRANCE LIBRARY

City Librarian Theyer reported that the July 18 Paperback Book Sale at Katy Geissert was successful.

6B. TORRANCE YOUTH COUNCIL

No report.

7. OLD BUSINESS

7A. CLA ATTENDANCE ADDITIONS

City Librarian Theyer confirmed that Commissioners Gerber, Hausmann, Perkins, Ravine, and Sargent are registered for full regular conference for the California Library Association Conference on November 5-8, 2015 in Pasadena. She stated that Commissioner Wengrow is registered for Friday only, Commissioner Sargent is attending the advocacy pre-conference, and that Commissioners Gerber, Hausmann, Perkins, and Sargent are attending the CLA Awards event. She inquired if any Commissioner was interested in attending any other additional events and Vice-Chairperson Ravine expressed interest in attending the advocacy pre-conference and CLA Awards event.

MOTION: Commissioner Sargent moved to fund registration for Commissioner Ravine to attend the advocacy pre-conference on November 5 and CLA Awards event on November 6, 2015, totaling \$85. Commissioner Gerber seconded the motion; a roll call vote reflected unanimous approval (absent Commissioners Wengrow and Ross).

7B. STAFF APPRECIATION DEBRIEF

Commissioner Sargent stated that it was interesting to meet staff members outside of Commission meetings, Commissioner Hausmann stated that staff members were friendly and receptive, and Vice-Chairperson Ravine noted that staff members seemed to appreciate the visits more than the breakfasts because it allowed them the opportunity to speak more with Commissioners.

MOTION: Commissioner Perkins moved to defer further discussion of the Staff Appreciation Debrief until the October 2015 Commission meeting. Commissioner Sargent seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Wengrow and Chairperson Ross).

7C. COMMISSION ANNUAL REPORT UPDATE

Commissioner Gerber presented a rough draft of the Annual Report to ad hoc subcommittee members for their review and stated that she would bring it back at the September 14 Commission meeting.

8. MONTHLY DIVISION REPORT

City Librarian Theyer noted that the Monthly Division Report was included in agenda materials. She was pleased to announce that today the Civil Service Commission approved the Library's request for new class specifications to fill all 11 full-time employees and 15 positions. She noted that the request would be considered by City Council on August 11 and, if approved, she would be able to offer exams and fill the vacancies. She stated that the power outage and Katy Geissert closure on August 7 went smoothly and reopened as scheduled on August 8.

In response to Commissioner Haussmann's inquiry, she explained that adult graphic novels are primarily told in picture format and are growing in popularity.

Responding to Commissioner Sargent's inquiry, City Librarian Theyer stated that the Library is serving as a site for users for seniors and those with disabilities to register for new bus and taxi passes.

At Vice-Chairperson Ravine's request, she provided additional information about the Torrance Alerts program for emergency notifications.

9. ORAL COMMUNICATIONS

9A. Commissioner Perkins stated that she attended a City Council meeting, Friends' Book Sale, and Rock Around the Block.

9B. Commissioner Haussmann stated that she attended the culmination of the Summer Reading Program at Victor Park and delivered cookies for staff appreciation to Henderson Library.

9C. Commissioner Gerber stated that she volunteered at the Torrance Historical Museum for Rock Around the Block and Torrance Historical Society's Summer Stroll in Downtown Torrance.

9D. Commissioner Sargent stated that helped at the Library booth at Rock Around the Block and attended the Library's wreath making craft program, Friends' Book Sale, Literary Tea at Walteria, and Summer Stroll. She announced a Miracle of Living lecture on diabetes on August 19.

9E. Vice-Chairperson Ravine stated that he enjoyed Rock Around the Block and opening night of Torrance Theatre Company's "Hairspray."

9F. Vice-Chairperson Ravine distributed a thank you noted from Henderson Library for the cookies and Commissioners' visit.

10. ITEMS FOR NEXT LIBRARY COMMISSION MEETING

Items for the September 14, 2015 Library Commission meeting agenda were listed and include: Friends, Youth Council, Monthly Division Report, Library policies, Annual Report, staff presentations, and CLA Conference attendance.

11. ADJOURNMENT

MOTION: At 7:50 p.m., Commissioner Gerber moved to adjourn the meeting to September 14, 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 September 14, 2015 s/ Rebecca Poirier, City Clerk
