

**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, July 13, 2009 at Katy Geissert Civic Center Library.

2. ROLL CALL

Present: Commissioners Chappell, Haig, Ross, Sheldon, Stapleton, Wermers, and Chairperson Gerber.

Absent: None.

Also Present: City Librarian Weiner and Principal Librarian Theyer.

3. FLAG SALUTE

Chairperson Gerber led the Pledge of Allegiance.

4. APPROVAL OF MINUTES

4a. MINUTES OF JUNE 8, 2009

MOTION: Commissioner Stapleton moved for the approval of the June 8, 2009 meeting minutes as submitted. Commissioner Wermers seconded the motion; a voice vote reflected unanimous approval.

5. NEW BUSINESS

5a. FRIENDS OF THE TORRANCE LIBRARY REPORT

Secretary Covey distributed fliers announcing the Friends paperback book sale on July 18, 2009 at Katy Geissert. She stated that she enjoyed the program on the history of the branch libraries at the July 1, 2009 annual meeting.

City Librarian Weiner expressed appreciation to Friends for approving \$14,900 for adult programming for next year.

5b. EL RETIRO LIBRARY OPEN HOUSE JULY 23

Principal Librarian Theyer distributed fliers and encouraged Commissioners to attend the Open House at El Retiro Library on July 23, 2009.

5c. CITY BUDGET UPDATE

City Librarian Weiner reported that the City budget was approved on June 23, 2009 and thanked Commissioner Sheldon for speaking on behalf of the Library. She advised that City Council voted to take the proposed Library's materials reduction in the amount of \$96,782 but not to reduce Sunday service. She noted that the City is also reducing the overall office supply budget and that there may be more budget cuts if the State does not resolve its budget issues.

5d. ENVIRONMENTAL FAIR DEBRIEFING

Principal Librarian Theyer reported that the June 13, 2009 Environmental Fair at Madrona Marsh Preserve was an interesting event and well attended. She stated that she and Youth Services Supervisor Van Vranken provided Library outreach and a puppet-making craft for youth.

5e. PART-TIME EMPLOYEE RECOGNITION EVENT DEBRIEFING

Chairperson Gerber expressed appreciation to subcommittee members for making the June 24, 2009 annual part-time recognition breakfast such a wonderful event and particularly Commissioner Stapleton for providing the decorations.

Commissioner Stapleton stated that she was impressed that Mayor Scotto and so many Councilmembers and Department heads attended.

City Librarian Weiner stated that staff members thought the food was fantastic and commended Administrative Secretary Cesca for her assistance.

Commissioner Wermers offered his regrets that he was unable to attend.

5f. WATER CONSERVATION PROGRAM DEBRIEFING

Commissioner Sheldon commended Reference Services Supervisor Vinke for arranging the June 27, 2009 event, noting that audience members were impressed with the program. He distributed thank you notes that he drafted to the Water Commission and Environmental Quality and Energy Conservation Commission for their participation in the event.

Commissioner Stapleton added that the film "Are We Running Dry?" was very informative and that there were approximately 40 people in attendance.

City Librarian Weiner stated that there was a good question and answer session following the film.

MOTION: Commissioner Wermers moved to approve thank you notes as submitted and to send them to the Water Commission and Environmental Quality and Energy Conservation Commission. Commissioner Ross seconded the motion; a voice vote reflected unanimous approval.

6. UNFINISHED BUSINESS

6a. LIBRARY COMMISSION ANNUAL REPORT FY 2008-09

Commissioner Sheldon presented the draft Library Commission Annual Report for Fiscal Year July 1, 2008 – June 30, 2009 included in agenda packets.

Commissioners offered minor revisions and expressed appreciation to Commissioner Sheldon for his hard work in preparing the report.

City Librarian Weiner advised that the Annual Report is on the Consent Calendar for the July 21, 2009 City Council meeting.

MOTION: Commissioner Wermers moved to approve the Library Commission Annual Report for Fiscal Year July 1, 2008 – June 30, 2009 as amended. Commissioner Ross seconded the motion; a voice vote reflected unanimous approval.

7. STANDING COMMISSION COMMITTEE REPORTS

7a. TORRANCE PUBLIC LIBRARY FOUNDATION

Commissioner Wermers reported that the Foundation did not meet in June due to lack of a quorum. The next meeting is July 20, 2009 at the offices of Keri Gilbert.

7b. MCLS SYSTEM ADVISORY BOARD

Commissioner Sheldon reported that MCLS will become Southern California Library Cooperative (SCLC) effective July 1, 2009 and that a System Advisory Board meeting has not been scheduled yet.

8. MONTHLY DEPARTMENT REPORT

8a. BRANCH LIBRARY REFURBISHMENT UPDATE

Principal Librarian Theyer reported that El Retiro Library will open on July 20, 2009 at 11:00 a.m. and that are in the process of shelving, arranging, and installing computers. She stated that the parking lot will be resealed and striped, the planters have been redone, wireless has been installed, book drops have been moved, and that there is a new glass front door. She noted that staff is enjoying the new layout and lighting.

She advised that Henderson Library is scheduled to close on August 2, 2009 with reopening in November 2009 and that there was a community meeting last week.

8b. TORRANCE PUBLIC LIBRARY LINK PROJECT UPDATE

Principal Librarian Theyer reported that they are nearing the end of the LINK grant project time and that they are meeting all objectives. She stated that the biggest technical hurdle they have faced is editing podcasts and have received approval from the State Library to purchase a laptop with grant funds.

City Librarian Weiner provided additional information about the "Get Involved" volunteer engagement at the Library pilot project, noting the several volunteer opportunities have been filled through the online Volunteer Match subscription.

8c. OTHER

8c.1 City Librarian Weiner was pleased to announce that Providence Little Company of Mary Medical Center of Torrance has offered to pay \$30,000 for the Live Homework Help subscription for next year.

Chairperson Gerber offered to prepare thank you notes from the Commission.

8c.2 City Librarian Weiner stated that the Summer Reading Program has had a great response with large turnout at activities and that participation is exceeding last year's numbers.

In response to Commissioner Stapleton's inquiry, she advised that there is no adult summer reading program this year but they hope to have it next year.

8c.3 Chairperson Gerber announced that the Commission received approval from City Council for branch visits.

9. ORAL COMMUNICATIONS

9a. The Commission and staff welcomed guests Tim Goodrich and Allen Ravine.

Allen Ravine stated that attending Commission meetings helps him share ideas at Henderson Library where he volunteers.

9b. Commissioner Sheldon thanked City Librarian Weiner and Administrative Secretary Cesca for their assistance with the Library Annual Report.

9c. Commissioner Ross stated that he enjoyed the lecture on culinary history at the Library.

9d. Chairperson Gerber initiated a brief discussion regarding the mosaic mural at North Torrance Library.

9e. City Librarian Weiner informed Commissioners that Youth Services Librarian Ruth Ann Garcia has resigned and is moving to northern California.

10. ITEMS FOR NEXT LIBRARY COMMISSION MEETING

Items for the August 10, 2009 Library Commission meeting agenda were listed.

11. ADJOURNMENT

MOTION: At 8:22 p.m., Commissioner Stapleton moved to adjourn the meeting to Monday, August 10, 2009 at the Southeast Library, at 7:00 p.m. Commissioner Haig seconded the motion and, hearing no objection, Chairperson Gerber so ordered.

Approved as Submitted August 10, 2009 s/ Sue Herbers, City Clerk
--