

**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, October 12, 2009 at the Katy Geissert Civic Center Library.

2. ROLL CALL

Present: Commissioners Haig, Ross, Sheldon, and
Chairperson Gerber.

Absent: Commissioners Chappell, Stapleton, and Wermers.

Also Present: City Librarian Weiner, Principal Librarian Theyer, and
Youth Services Supervisor Van Vranken.

City Librarian Weiner regrettably informed Commissioners that Commissioner Chappell has moved out of the City and is resigning from the Library Commission.

MOTION: Commissioner Ross moved to grant an excused absence to Commissioner Chappell for the October 12, 2009 Library Commission meeting. Commissioner Sheldon seconded the motion; a voice vote reflected unanimous approval.

It was noted that Commissioners Stapleton and Wermers were granted excused absences for this meeting at the September 14, 2009 Commission meeting.

Chairperson Gerber welcomed guest Allen Ravine.

3. FLAG SALUTE

Commissioner Ross led the Pledge of Allegiance.

4. APPROVAL OF MINUTES

4a. MINUTES OF SEPTEMBER 14, 2009

MOTION: Commissioner Ross moved for the approval of the September 14, 2009 Library Commission meeting minutes as submitted. Commissioner Sheldon seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Chappell, Stapleton, and Wermers).

5. NEW BUSINESS

5a. FRIENDS OF THE TORRANCE LIBRARY REPORT

Secretary Teresa Covey distributed fliers for the October 16-17 Fall Hardback Book Sale at Katy Geissert, noting that a large amount of audio-visual materials will be available. She announced a net income of \$4,431 from Internet book sales in September and stated that Friends is pleased to have Norm Reeder and his wife as new volunteers.

In response to Commissioner Haig's inquiry, she explained that newer, better looking books are offered for sale on the new shelving on the main floor of Katy Geissert, adding that she has noticed an increase in sales.

5b. YOUTH COUNCIL REPORT

Commissioners welcomed Youth Council member Brendon Villalobos from Bishop Montgomery High School.

Brendon discussed election of officers and ad hoc committee audits at the October 7, 2009 Youth Council meeting. He stated that the new chair is Zachary Gray from West High School and that next week members are busy preparing for their joint meeting with City Council.

5c. SUMMER READING PROGRAM 2009 REPORT

Youth Services Supervisor Van Vranken noted that her Narrative Report and Evaluation for Summer Reading Program 2009 was included in agenda materials. She reported that the program was very successful and expressed appreciation to Friends for their generous support. She noted that participation was approximately the same as 2008 even though one branch was closed. She was pleased to announce a 44% completion rate and an increase in attendance at story times. She read aloud some of the positive comments received from parents and distributed pictures of the Readers Wall of Fame. She discussed first grade outreach promotions and Halloween programs at El Retiro, North Torrance, and WALTERIA branches.

5d. MCMASTER PARK WATER WELL PROJECT UPDATE

City Librarian Weiner shared information about the development of a new water well at McMaster Park. She stated that the south parking lot has been blocked off and barriers are up while they are out to bid for the well housing. She noted that the Library has been assured that the parking lot will be done before the North Torrance branch remodel scheduled for March 2010.

5e. EXXON MOBIL 80th ANNIVERSARY GIFT TO THE LIBRARY

City Librarian Weiner was pleased to announce that Exxon Mobil is giving North Torrance Library \$80,000 in celebration of their 80th anniversary. She stated that Exxon Mobil likes to promote science and technology educational programs for youth and that the donation will be used for a mobile homework center that can be set up in the afternoons. She discussed the proposal for four laptops, expanded electrical connections, science and technology DVD packages and books, an early literacy computer, and new furniture. She encouraged Commissioners to attend the October 20 City Council meeting when the donation will be received and announced the anniversary celebration at the Exxon Mobil facility on October 28.

She reported that the Library is also a recipient of a \$1,000 donation from State Farm Insurance for Korean language materials.

6. UNFINISHED BUSINESS

6a. FINAL LINK PROJECT REPORT

Principal Librarian Theyer noted that the Final Narrative Report for the Lifelong Information Networks and Knowledge (LINK) grant was included in agenda materials. She reported that the report will be mailed to California State Library on October 13, 2009. She stated that the project was successful, that all goals were accomplished, and that they will continue to blog and record podcasts. She stated that she will be speaking at the CLA Conference about the boomer grant.

City Librarian Weiner noted that over 7,000 people have accessed the blog.

6b. AD HOC COUNCIL COMMITTEE ON CITY COMMISSIONS UPDATE

City Librarian Weiner reported that Commissioners' comments will be forwarded to the ad hoc Council Committee for Commission Review next week. She requested that Commissioners provide any additional comments.

Commissioner Sheldon and Chairperson Gerber stated that they were willing to give up their \$10/month Commissioner compensation while Commissioner Haig stated that the pay is symbolic and therefore important.

Commissioner Ross suggested that they not volunteer anything until they know what the plan is.

City Librarian Weiner noted that the Library Commission has a unique purpose that is specific to the Library and that she will relay the Commission's affirmation of its present operation to the Committee.

6c. CLA ANNUAL CONFERENCE ATTENDANCE

City Librarian Weiner distributed a list of activities relevant to Commissioners for the 111th Annual CLA Conference and Exhibition on October 30 to November 2, 2009 at the Pasadena Convention Center. She noted that one-day exhibit hall passes are available and Commissioner Gerber stated that she plans to attend.

7. STANDING COMMISSION COMMITTEE REPORTS

7a. TORRANCE PUBLIC LIBRARY FOUNDATION

City Librarian Weiner reported that the September 21, 2009 Foundation meeting was devoted to planning the October 7 presentation of author and stand-up comic Elizabeth Beckwith with Raising the Perfect Child Through Guilt and Manipulation. She stated that approximately 40 people enjoyed the lively presentation and distributed an October 8, 2009 Easy Reader article about Ms. Beckwith and her family.

8. MONTHLY DEPARTMENT REPORT

8a. BRANCH LIBRARY REFURBISHMENT UPDATE

Principal Librarian Theyer distributed WALTERIA's closure bookmarks and Community Meeting notices scheduled for October 27, 2009. She reported that the library will close on November 11, 2009 for approximately three months. She announced that Henderson refurbishment is ahead of schedule and may open early by Halloween. She noted that Henderson will have new energy-efficient lighting, ceiling, and interior and exterior paint. She announced an Open House event on November 12.

She discussed General Services plans to make ADA upgrades to the libraries that will include bathrooms, entryways, drinking fountains, and parking. She stated that some newly installed shelving will need to be moved and that emergency exits will be moved at Henderson and WALTERIA branches. She advised that the upgrades cannot be done at the same time as the refurbishments, that the project will begin right after branch refurbishments are complete, and that she is closely monitoring plans before City Council approval. She estimated that work on each building will take three weeks but that they will only be closed to the public for a few days.

Principal Librarian Theyer announced that City Council has approved appropriation of \$20,000 from the Library's trust fund to cover new blinds, window film, and kitchenettes.

8b. OTHER

City Librarian Weiner stated that Library Services Manager Reeder's retirement party on September 16, 2009 was an enjoyable event. She stated that one of his projects, the Wayfinding computer, was on display at the celebration.

She stated that baseboards are being ordered for the Library Meeting Room and pointed out the large flat screen monitor over the circulation desk.

City Librarian Weiner discussed the annual periodicals order with a new vendor Popular for subscriptions starting in January 2010.

She announced that Torrance Memorial Medical Center is providing an automatic external defibrillator for Katy Geissert and that most full-time staff have been trained in this and CPR.

City Librarian Weiner distributed information regarding centralized selection of books and noted that Torrance Library uses coordinated selection. She explained that the Library's methodology is different than the Los Angeles County Library System in that each branch staff has the opportunity to select materials specific to their location.

Principal Librarian Theyer shared information about outreach at the Disaster Preparedness Expo and City's Health and Safety Fair.

She stated that she is actively working to resolve technical problems with wireless access at some branches.

City Librarian Weiner reported that City Council is meeting with the Torrance Unified School District board on November 9, 2009 to discuss ways to maximize services and that she plans to attend.

She stated that the primary pick up and drop off point for buses at Hull/Levy is right in front of Southeast Library rather than across the street as in the past. She advised that Park Rangers are out there on Fridays when the Library is closed and that it is resolving itself fairly well.

9. ORAL COMMUNICATIONS

9a. Commissioner Haig stated that Seaside Elementary students enjoy their field trips to El Retiro Library.

9b. Commissioner Ross stated that he received an Action Alert from CALTAC regarding the Patriot Act and expressed concern that CLA is taking a political stance when it should be non-biased.

City Librarian Weiner explained that CLA will take a stand about issues that affect the Library and that the library world is generally in favor of freedom of information and no censorship.

9c. Allen Ravine stated that he is pleased to hear that Henderson Library refurbishment is ahead of schedule and with the Exxon Mobil grant.

9d. Commissioner Sheldon discussed a recent visit to Cedar City, Utah Library where much of the facility and resources are devoted to Internet access.

9e. Chairperson Gerber stated that she met informally with Helen Ball from Friends and Keri Gilbert from the Foundation to discuss shared interests.

9f. Chairperson Gerber read a nice note from Youth Council member Brendon Villalobos.

10. ITEMS FOR NEXT LIBRARY COMMISSION MEETING

Items for the November 9, 2009 Library Commission meeting agenda were listed and include: Friends, Youth Council, ExxonMobil, Foundation, branch library refurbishment, Ad Hoc Council Committee on City Commissions, Library policy revisions, Community Services consolidation, and CLA annual conference debriefing.

11. ADJOURNMENT

MOTION: At 9:11 p.m., Commissioner Haig moved to adjourn the meeting to Monday, November 9, 2009 at Katy Geissert Civic Center Library, at 7:00 p.m. Commissioner Ross seconded the motion and, hearing no objection, Chairperson Gerber so ordered.

Approved as Submitted November 9, 2009 s/ Sue Herbers, City Clerk
