

PASADENA PUBLIC LIBRARY COMMISSION AGENDA

Wednesday, February 16 – 6pm Lamanda Park, 140 S. Altadena Dr. (626) 744-4062



I. CALL TO ORDER/INTRODUCTIONS

- a. Lamanda Branch Branch Manager Christine Reeder
- II. COMMUNITY COMMENTS (6:15 p.m.)
- III. MINUTES
 - a. Approval of Minutes for January 19, 2011 Library Commission Meeting*
- IV. COMMUNICATIONS
 - a. Letters or Articles Regarding Library Services or Events
- V. LIBRARY DIRECTOR'S REPORT
 - a. Update on State Budget
 - b. Discussion of Library's Performance Measures for City Budget
 - c. One City, One Story Funding and Programming Update

VI. REPORT(S) FROM COMMITTEES/REPRESENTATIVES

- a. Friends of the Library Report
- b. Library Branch Associates Report
- VII. ANNOUNCEMENTS

VIII. INFORMATION ITEMS

- a. Library Commission Meeting Dates*
- b. Commission Liaison at FOPPL Meetings*
- c. Record of Attendance*

IX. ADJOURNMENT

POSTING STATEMENT:

I HEREBY CERTIFY that this agenda in its entirety was posted on the Council Chamber bulletin board S249, and the bulletin board in the rotunda area at City Hall, 100 North Garfield Avenue and the Public Information kiosks at the Central and branch libraries on the 10th day of February by 5:00 p.m. The agenda may also be viewed at the City's website http://www.ci.pasadena.ca.us/commissions/default.asp

In compliance with the Americans with Disabilities Act of 1990, In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call (626) 744-4062 24 hours in advance. After normal posting, any documents distributed to a majority of the Pasadena Public Library Commission regarding any item on this agenda will be made available at Central Library, Centennial Room at 285 E. Walnut Street during normal business hours.

DEBRA HUMPHREY, Recording Secretary

^{*}Indicates support material attached

PASADENA PUBLIC LIBRARY COMMISSION MINUTES

January 19, 2011 6:00 p.m.

San Rafael Branch, 1240 Nithsdale Rd (626) 744.4062

PRESIDING: Jennifer Watts **ABSENT:** Mark Kassabian

PRESENT: Debbie Ayala, Michael Chung, **STAFF:** Barbara Ayala, Catherine Hany, Kathleen Hamilton, Renee Morgan-Hampton, Debra Humphrey, Jan Sanders, Beth Walker

Roberta Martinez, Linda Stowitts

I. CALL TO ORDER/INTRODUCTIONS

Chair Watts called the meeting to order at 6:00 p.m. and welcomed all present.

Branch Manager Reeder provided a branch update on programs and services at San Rafael.

II. COMMUNITY COMMENTS

There was no community comment.

III. APPROVAL OF MINUTES

Approval of Minutes for December 19, 2010 Library Commission Meeting.

Motion: Moved by Commissioner Stowitts to approve the minutes for the Library Commission meeting of December 19, 2010, seconded by Vice Chair Martinez. The motion carried 7-0: Kassabian absent.

IV. COMMUNICATIONS

a. Letters or articles regarding library services or events.

Director Sanders reported that the LA Parent Guide features an article on library storytimes throughout Los Angeles. In the article, the photograph is of Central Library. The magazine was circulated to the Commissioners.

Director Sanders reported that in the Pasadena Business and Community Guide, the Pasadena Public Library is mentioned in the Community Information and they used a photograph of Central Library. The magazine was circulated to the Commissioners.

V. LIBRARY DIRECTOR'S REPORT

a. California State Budget Update

Director Sanders reported that in these very uncertain times for California, one of the proposals that Governor Brown has put forth is to remove all funding for public libraries. No one expected that libraries would be exempt from the cuts that are being made across all categories of the State budget. That said, the total elimination of all State support for local library services is extreme.

California Library Services Act (CLSA) was enacted many years ago to foster inter-library cooperation and resource sharing. At loss would be the area cooperatives that provide equal access for all Californians. Under these programs, we are able to offer reciprocal borrowing to anyone who has a valid library card in any community, not just Pasadena. Without this access, citizens would be relegated to their jurisdiction of residence or would be burdened with non-resident fees. At a time when our citizens are becoming more mobile, this seems problematic. Our users need to be able to access the library where they are, not necessarily just where they live.

PASADENA PUBLIC LIBRARY COMMISSION MINUTES January 19, 2011 – 6:00 p.m. San Rafael Branch Library Page 2 of 3

Last year, PPL received \$149,661 in Transaction-Based Reimbursement (TBR) as a net lender to many other libraries. This is a substantial amount and really helps with many projects. The loss of this money will be noticeable.

Public Library Foundation (PLF) provides a very small amount of per capita funding for library services to every local jurisdiction that meets a threshold level of local matching funding for its libraries. PLF is more meaningful for many libraries because it represents a source of funding that must be spent on library services and cannot be redirected. Pasadena Public Library gets about \$50,000 in PLF, and while that's not a huge number, it's money we would have to find somewhere else in the budget.

Adult Literacy programs would also be threatened. In Pasadena, the library assisted 100 people in learning to read in the past 12 months. PPL receives about \$20,000 for literacy efforts each year.

Director Sanders reported that she might be calling on the commissioners to contact our state legislators to let them know that they are opposed to the loss of funding for California's public libraries. She will forward a sample letter that would perhaps give the commissioners some language they could use. The most important thing is for state leaders to hear from constituents that we need our libraries preserved in these uncertain times more than ever. Informational – No Action Taken.

b. Proposed Organizational Chart for Pasadena Public Libraries

Director Sanders reported that included with this commissioners' meeting packet is the latest version of the proposed organization chart for the Department of Libraries and Information Services. We have been moving to a two-divisional chart from our previous four divisions. Some of the shift is due to city-wide consolidation (TIS moved to DoIT), and some is the result of having fewer principal librarians as guides (consolidation of IAS and CS). This is a transitional chart; we're still in development. We are aligning tasks (and thus the organization) into two areas: public services and support services. One division handles needs and interactions with our public and one handles all the support functions that do not require direct interaction with the public. On the public side will be user/customer services at Central and Branches, services to schools, programs for all ages, special events, reference or informational services, and special collection services. The support side includes HR, personnel, budget management, delivery, building maintenance, materials selection, ordering, processing, technology, materials flow, etc. Informational – No Action Taken.

c. California State Library's LSTA Grant

Director Sanders reported that at their last meeting on December 15, 2010, she informed the commission that she participated in "Pitch an Idea," an LSTA grant request program. Her idea is to provide a DVD rental kiosk outside Hastings Branch. This would provide free access to the library's DVD collection 24-7 by placing the device outside the doors of the library with self-checkout. It would acknowledge the library's commitment to strengthening "green" services by making access to the collection free, easy, paperless, and with minimal wasteful packaging. A vending machine installed and guaranteed for a year through 3M would amount to \$34,000. She requested funding for two DVD dispensers. Director Sanders reported that "Red Box Turns Green" project was selected for an LSTA Grant. The approved funding level for the project is \$70,000. Informational – No Action Taken.

PASADENA PUBLIC LIBRARY COMMISSION MINUTES January 19, 2011 – 6:00 p.m. San Rafael Branch Library Page 3 of 3

d. Refusal of Proposed Alliance with Santa Clarita Library, Pasadena Public Library and Glendale Public Library.

Director Sanders reported that PPL and GPL received a proposal from the City of Santa Clarita for a partnership and product support of existing ILS. Director Sanders discussed it with Director Cindy Cleary and based on the budget realities and uncertain times, they agreed that they would not be inclined to enter into a full partnership with the Santa Clarita Library. Informational – No Action Taken.

VI. REPORT(S) FROM COMMITTEES/REPRESENTATIVES

a. Friends of the Library Report.

The Commissioners signed up as liaisons to attend the Friends' meetings in 2011. The schedule is as follows:

February 23 – Chairperson Watts, March 23 – Commissioner Ayala, April 27 – Commissioner Hamilton, May 25 – Vice Chairperson Martinez, June 22 – Commissioner Chung, July 27 – Chairperson Watts or Commissioner Morgan-Hampton, September 28 – Commissioner Morgan-Hampton, October 26 – Commissioner Stowitts. The months not included are August, November and December. August the Friends may go dark and November and December are usually combined meetings and the Friends will determine the date later in the year.

b. Library Branch Associates Report.

Commissioner Hamilton reported that on Saturday, January 8, the San Rafael Associates held a successful celebration of the renovated community room and the dedication of the painting by local artist Joseph Stoddard in honor of Dorothy Lindsey.

VII. ANNOUNCEMENTS

a. Commissioner Biographical Form – voluntary.

Director Sanders reported that attached to the agenda packet is a voluntary application form. City commissioners were asked to provide a brief biographical statement that could be made available to members of the public and the press who might ask for information about the persons serving in these positions. The City is not making it mandatory, however, the Mayor is asking that the voluntary form accompany each application that is distributed to a potential applicant. The new form will be disseminated beginning January 2011. Director Sanders encouraged the commissioners to submit the voluntary form to the City Clerk's Office.

VIII. INFORMATION ITEMS

- a. Library Commission Meeting Dates Informational No Action Taken
- b. Record of Attendance Informational No Action Taken.

IX. ADJOURNMENT

With no further business, the Library Commission adjourned without objection at 7:00 p.m.

Jennifer Watts, Chair Debra Humphrey, Secretary
Pasadena Public Library Commission Pasadena Public Library Commission

PASADENA PUBLIC LIBRARY COMMISSION MEETING ATTENDANCE JULY 2010 - JUNE 2011

NAME	7/21/10	8/18/10	9/22/10	10/20/10	11/17/10	12/15/10	1/19/11	2/16/11	3/16/11	4/12/11	5/18/11	6/15/11
AYALA, DEBBIE		Е	P	P	P	Е	P					
CHUNG, MICHAEL	Е	A	A	A	A	A	P					
KASSABIAN, MARK	P	P	Е	P	P	Е	E					
MARTINEZ, ROBERTA	P	Р	Е	P	P	P	P					
HAMILTON, KATHLEEN	P	P	P	P	Е	P	P					
HAMPTON-MORGAN, RENEE	Р	Р	Р	P	Е	P	P					
STOWITTS, LINDA	P	P	P	Е	P	P	P					
WATTS, JENNIFER	P	P	Е	Р	P	P	P					
VACANT												

P = PRESENT

E = EXCUSED

A = ABSENT

LOA = LEAVE OF ABSENCE

SHADED = NOT APPLICABLE

XX = MEETING CANCELLED

[R] = SPECIAL MEETING RETREAT

[S] = SPECIAL MEETING

NQ = NO QUORUM, SO NO MEETING HELD

R—N/A = RECUSED SO ATTENDANCE IS NOT APPLICABLE

Library Commission Liaison Sign Up Sheet to Attend Friends of the Pasadena Public Library 2011 Meetings

(4th Wednesday of the Month – 7pm – San Rafael Branch)

January	26					
February	23	Jenny Watts				
March	23	Debbie Ayala				
April	27	Kathleen Hamilton				
May	25	Roberta Martinez				
June	22	Michael Chung				
		Jenny Watts or Renee Morgan-Hampton				
July	27					
August	24					
September	28	Renee Morgan-Hampton				
October	26	Linda Stowitts				
November						
December						

2011 LIBRARY COMMISSION REVISED - MEETING LOCATIONS

3RD WEDNESDAY, 6PM

January 19	San Rafael
February 16	Lamanda Park
March 16	Central
April 20	Hill Avenue
May 18	La Pintoresca
June 15	Allendale
July 20	Linda Vista
August 17	Hastings
September 21	Villa Parke
October 19	Central
November 16	Santa Catalina
December 21	Central