

PASADENA PUBLIC LIBRARY COMMISSION AGENDA

Wednesday, January 19 - 6pm San Rafael Library, 1240 Nithsdale Rd (626) 744-4062



I. CALL TO ORDER/INTRODUCTIONS

II. COMMUNITY COMMENTS (6:15 p.m.)

III. MINUTES

a. Approval of Minutes for December 15, 2011 Library Commission Meeting*

IV. COMMUNICATIONS

a. Letters or Articles Regarding Library Services or Events

V. LIBRARY DIRECTOR'S REPORT

- a. California State Budget Update
- b. City of Pasadena Budget Continued
- c. Proposed Organizational Chart for Pasadena Public Libraries*
- d. California State Library's LSTA Grant
- e. Refusal of Proposed Alliance with Santa Clarita Library, Pasadena Public Library and Glendale Public Library*

VI. REPORT(S) FROM COMMITTEES/REPRESENTATIVES

- a. Friends of the Library Report
 - Commission Liaison Sign up Sheet*
- b. Library Branch Associates Report
 - Report on San Rafael Reception Saturday, January 8, 2011

VII. ANNOUNCEMENTS

a. Commissioner Biographical Form – Voluntary*

VIII. INFORMATION ITEMS

- a. Library Commission Meeting Dates*
- b. Record of Attendance*

IX. ADJOURNMENT

POSTING STATEMENT:

I HEREBY CERTIFY that this agenda in its entirety was posted on the Council Chamber bulletin board \$249, 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 13th day of January 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

December 15, 2010 6:00 p.m.

Central Library, 285 E. Walnut St (626) 744.4062

PRESIDING: Jennifer Watts **ABSENT:** Debbie Ayala, Michael Chung, Mark

Kassabian

PRESENT: Kathleen Hamilton, Renee Morgan-Hampton, Roberta Martinez, Linda Stowitts

STAFF: Barbara Ayala, Catherine Hany, Debra Humphrey, Jan Sanders, Beth Walker

I. CALL TO ORDER/INTRODUCTIONS

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

II. COMMUNITY COMMENTS

There was no community comment.

III. APPROVAL OF MINUTES

Approval of Minutes for November 17, 2010 Library Commission Meeting

Chairperson Watts reported that without a quorum present at the November 17 meeting, the unofficial minutes will be submitted as informational only.

IV. COMMUNICATIONS

a. Letters or articles regarding library services or events.

Chairperson Watts reported that in the Friends' winter newsletter, Director Sanders was interviewed. The newsletter was available for commissioners.

Director Sanders reported that Pasadena Central Library was one of ten libraries in Los Angeles selected by CBSlosangeles.com in an article *Best Libraries For Kids In And Around Los Angeles*, published on November 23, 2010.

V. LIBRARY DIRECTOR'S REPORT

a. One City, One Story

Director Sanders reported that the announcement of the One City, One Story book, Mudbound by Hillary Jordan took place November 22, 2010 in the Rotunda at City Hall. The story is set on a desolate farm in the Mississippi Delta at the end of World War II. When it rains, the family is stranded on the farm by a sea of mud. The characters are not only trapped by location, but by gender and race. Author Hillary Jordan will visit with the students of Pasadena City College on Friday, March 25 and will have a discussion with the community on Saturday, March 26. No Action Taken.

b. City Council Retreat – Goals

Director Sanders reported that she attended the City Council's Strategic Planning Retreat on November 22, 2010. The three-year goals, established in 2009, are as follows:

- Maintain fiscal responsibility and stability
- Improve, maintain and enhance public facilities and infrastructure
- Increase conservation and sustainability
- Improve mobility and accessibility throughout the city
- Support and promote the quality of life and the local economy
- ▶ Ensure public safety

c. Creation of the Friends of the Library Volunteer Database

Director Sanders reported that the Friends of the Library President, Bob Woods is interested in creating a skills database to assist the library with library staff tasks. This database would enable the Friends of the Pasadena Public Library to contact and invite individuals who have been entered in the skills database system, to accept volunteer assignments. No Action Taken.

d. California State Library Grant Request

Director Sanders reported that she participated in "Pitch an Idea," an LSTA grant request program. Her idea is to provide a DVD rental kiosk outside the Hastings Branch. This would provide free access to the library's DVD collection, a format that has not been available at neighborhood branches. It would allow access to this collection 24-7 by placing the device outside the doors of the library with self-checkout. This would be a viable method to distribute a popular DVD collection with minimal staff intervention, thus reducing operational costs. Finally, 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.

Chairperson Watts asked how much the DVD rental kiosk would cost.

Director Sanders replied that she could get a vending machine installed and guaranteed for a year through 3M for \$34,000. She is requesting funding for two DVD dispensers. She will inform the commission of the grant request results. No Action Taken.

- e. Discussion of Pasadena Public Library Interaction/Support for PUSD Libraries
 Director Sanders reported that she received requests for information on the practicality of
 running the Pasadena school libraries. The Pasadena Public Library is not able to assume that
 complete task, however, Director Sanders can guarantee continued support of the following
 services:
 - Continued support for monthly in-library visits for each class
 - ▶ Tours of Central Library and/or branches
 - Provision of on-site book talks, reading sessions, or story times in the schools
 - Public library staff presence and assistance at back-to-school nights, parent's nights, etc.
 - Public library staff presence and assistance at LEARNS sites and sessions
 - Llass cards for teachers with more lenient usage rules, including reduced fines
 - Provision of subject deposit collection at the request and consultation of the teacher
 - Free in-library and remote access to all PPL specialized databases
 - Provision of in school deposit paperback collections for recreational reading, on request
 - Emergent literacy instruction, support and guidance for parents or other caregivers
 - Other services as determined by consultation with neighborhood branch library staff and teachers. No Action Taken.

VI. REPORT(S) FROM COMMITTEES/REPRESENTATIVES

a. Friends of the Library Report.

Vice Chairperson Martinez reported that she attended the Friends of the Pasadena Public Library board meeting on December 1 at the San Rafael Branch. The Friends re-arranged the committees by creating sub-committees for more specificity. The Friends reported on the One City, One Story program and discussed the Mystery Book Sale.

PASADENA PUBLIC LIBRARY COMMISSION MINUTES December 15, 2010 – 6:00 p.m. Central Library Page 3 of 3

Director Sanders added that the Mystery Book Sale is due to a very interesting book collection donation. Thomas McGuinn recently died and his family donated his collection of 9,000 mysteries of which 3,600 are signed by the author. The Friends have picked up half the books and will pick up the remaining books this month. The Roosevelt Elementary School principal has agreed that the Friends can hold its mystery book sale at the school in 2011.

Other items discussed at the Friends' meeting were the annual solicitation letters that were sent in November and the concern for the landscaping at Central Library. They suggested having a workday after a book sale with the help of volunteers such as the Pasadena Garden Club or the Boy Scouts.

b. Library Branch Associates Report.

Commissioner Hamilton announced that the San Rafael Library Associates would have a reception at the San Rafael branch on Saturday, January 8, celebrating the newly renovated community room and the dedication of a painting by Pasadena artist Joseph Stoddard in memory of Dorothy Lindsey who passed away this summer.

c. Pasadena Public Library Foundation

Chairperson Watts reported that she attended the Foundation meeting on Tuesday, December 14. At the meeting, librarians Camacho and Morris gave presentations on their Eureka projects. The Foundation has a large asset base and most of the discussion was about how they would manage the money. Funds for approximately \$23,000 were left over from an endowment fund from a past renovation. The Foundation successfully invested the funds and now has over a million dollars in stocks with \$400,000 in cash. In 2011, the Foundation has agreed to help fund the Teen Center project on the 4th floor of Central Library. The Foundation discussed the changes in 501c(3) tax requirements and whether to merge the Library Foundation with the Pasadena Community Foundation. The Library Foundation will decide in February 2011.

VII. ANNOUNCEMENTS

Vice Chairperson Martinez announced the screening of When Worlds Collide a documentary by Ruben Martinez. The event is on Friday, January 21 at 7pm at the Crawford Family Forum. The Q&A will be moderated by KPCC's Adolpho Guzman-Lopez.

VIII. INFORMATION ITEMS

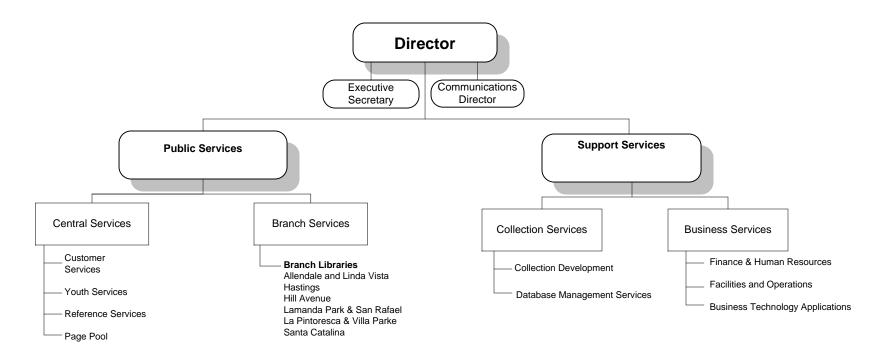
- a. Library Commission Meeting Dates
 The Commission approved the 2011 Calendar without objection.
- Record of Attendance
 The Commission briefly discussed District 5's Library Commission vacancy.

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

Libraries and Information Services FY 2011 105.45 FTE's





DEPARTMENT OF LIBRARIES AND INFORMATION SERVICES

January 4, 2011

Darren Hernández City of Santa Clarita Deputy City Manager 23920 Valencia Boulevard Santa Clarita CA 91355

Darren:

I hope this finds you content and happy. I trust this busy holiday season has treated you well.

Cindy Cleary and I have been in meaningful discussion regarding a number of topics: our continued partnership, product support of our existing ILS, and other matters. After careful consideration, I must tell you that we are not inclined to enter into a full partnership with Santa Clarita Library at this time.

My thinking for the Pasadena Public Library is as follows:

- 1) In April 2011, the face of the Pasadena City Council will be greatly altered, as we will elect (or re-elect) four City Council members plus the Mayor. The uncertainty of Council make-up makes me hesitant to undertake major changes to the library's operations at this point.
- 2) Budget realities make the public especially aware of spending local money locally. While there is value for us in the materials Santa Clarita brings to the discussion, the perception (and history) of Pasadena as a net-lender would color opinions and decisions, making some feel that Pasadena's taxes are being diverted to other service areas.
- 3) The ILS system that Santa Clarita will use will most likely demand a "bridge" to our system. This happens at a time when our in-house technical services crew has been decreased appreciably, and when our reliance upon the city's IT crew is stretched. Failing to have someone here in the library to manage and guide the effort is a definite obstacle.

In speaking with Cindy, it is clear that she shares many of our concerns and agrees with this decision. While I wish you well and am excited regarding your prospects, we are not able to sign on as a cooperating library system at this time. I am happy to answer questions or discuss this further if you would like.

Wishing you all the best, I remain,

Sincerely,

Jan Sanders, Director Pasadena Public Libraries

cc: Cindy Cleary, Director, Glendale Public Library

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	
March	23	
April	27	
May	25	
June	22	
July	27	
August	24	
September	28	
October	26	
November		November and December meetings are usually
December		combined and held in early December. A meeting date has not been established.

ATTACHMENT 2

CITY OF PASADENA

$Commissioner\ Biographical\ Form\ -\ \underline{VOLUNTARY}$

This biographical form will be filed in the Office of the Mayor & City Council; if you are appointed to a commission, it will assist City Hall in responding to questions regarding your background as a commissioner if requested by the news media or interested citizens. This Biographical Form should be submitted along with your commission application.

If you choose to complete the form, please be sure that the information provided is factual. It will be the basis for information provided over the telephone and at the public counter. The form may be duplicated and given to the news media and it may also be posted on the City's website.

NAME:	ME: DISTRICT: YEARS AS						
OCCUPATION:							
EDUCATION & TRAINING:							
SERVICE RECORD:							
MEMBERSHIP & OFFICES HE ASSOCIATIONS:	ELD IN CIVIC, RELIGIO	OUS, FRATERNAL OR TECHNICAL					
HOBBIES:							
	•						
SIGNATURE:	,	DATE:					
I hereby certify that the following i	nformation is correct to th	e best of my knowledge.					
	0 0 0 0 0 0 0 0 0 0 0						
When complete, mail or							
and voluntary biographical		Jana Stewart Office of the Mayor & City Council 100 N. Garfield Ave., Room S228					

Pasadena, CA 91101

2011 LIBRARY COMMISSION MEETING LOCATIONS

3RD WEDNESDAY, 6PM

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

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						
CHUNG, MICHAEL	Е	A	A	A	A	A						
KASSABIAN, MARK	Р	Р	Е	P	P	Е						
MARTINEZ, ROBERTA	P	Р	Е	P	P	P						
HAMILTON, KATHLEEN	Р	P	Р	Р	Е	P						
HAMPTON-MORGAN, RENEE	Р	P	P	Р	Е	P						
STOWITTS, LINDA	P	P	P	Е	P	P						
WATTS, JENNIFER	P	P	Е	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