# PASADENA PUBLIC LIBRARY COMMISSION AGENDA
**Wednesday September 21, 2011 – 6pm**
**Villa Parke, 363 East Villa St**
**(626) 744-4062**

## I. CALL TO ORDER/INTRODUCTIONS
a. Villa Parke Branch Update – Branch Manager, Diane Walker

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

## III. MINUTES
a. Approval of Minutes for July 20, 2011 Library Commission Meeting*

## IV. COMMUNICATIONS
a. Letters or Articles Regarding Library Services or Events

## V. LIBRARY REPORTS
a. Adult Literacy Program Update

## VI. CHAIRPERSON/COMMISSIONERS' REPORT
a. National Broadband Plan

## VII. LIBRARY DIRECTOR'S REPORT
a. California Library Association Annual Conference Nov. 11-13, 2011
b. Report on Library Refurbishments
c. 3M Cloud Program Update

## VIII. REPORT(S) FROM COMMITTEES/REPRESENTATIVES
a. Friends of the Library Report
b. Library Branch Associates Report

## IX. ANNOUNCEMENTS
a. New Deputy Director of Libraries and Information Services
b. San Rafael Branch Open House September 24, 2011 - 10-6pm

## X. INFORMATION ITEMS
a. Record of Attendance*
b. Commission Liaison at FOPPL Meetings*
c. Library Commission Meeting Dates*

## XI. ADJOURNMENT

*Indicates support material attached

**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 **16th day of September** 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

# PASADENA PUBLIC LIBRARY COMMISSION MINUTES
## Linda Vista Branch, 1281 Bryant St
## July 20, 2011 6:00 p.m.(626) 744.4062

**PRESIDING:** Roberta Martinez

**PRESENT:** Debbie Ayala, Morris Dent, Kathleen Hamilton, Renee Morgan-Hampton, Jennifer Watts

**ABSENT:** Michael Chung, Linda Stowitts

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

## I. CALL TO ORDER/INTRODUCTIONS

Chair Martinez called the meeting to order at 6:00 pm. Self-introduction of those in attendance took place.

Branch Manager Redmond gave an update on the Linda Vista Branch. The Linda Vista Library Associates purchased $1,100 worth of new books in FY11 and continue to sponsor branch programs. For three years, the branch has participated in Linda Vista Annandale Association's Picnic in the Park held in October. Linda Vista and Allendale branches are beginning their second year as a pairing. Shauna talked about the regular programs at Linda Vista such as the weekly preschool storytime and the adult book group that meets once a month. Special programs include Old Town Cooking School and a gardening program.

## II. COMMUNITY COMMENTS

There was no community comment.

## III. APPROVAL OF MINUTES

Approval of Minutes for June 15, 2011 Library Commission Meeting.
The meeting minutes for June 15, 2011 were approved as presented.

## IV. COMMUNICATIONS

a. Letters or articles regarding library services or events.

## V. LIBRARY REPORT

a. American Library Association Conference Update – Librarian II, Martha Camacho

Martha Camacho reported that she was selected as an emerging leader by the American Library Association. This program enables newer library workers from across the country to participate in work groups and network with peers. As an emerging leader, she attended two ALA conferences and worked virtually in between the two conferences. Martha was awarded financial support of $1,000 or $500 per conference. In June, she attended the ALA conference in New Orleans. The program culminated with a poster session presentation to display the results of the project planning work of each group at the ALA Annual Conference. Martha's team researched and surveyed librarians in the workplace and identified four generations of librarians working together with different ideologies, priorities and methods. Generations in the workforce are Veterans, Baby Boomers, Generation X, and Millennials. No Action Taken.

b. Community Outreach Opportunities – Communications Director, Catherine Hany

Director Hany announced Councilmember Holden's block party and encouraged the commissioners to attend this event. The library would have an information table staffed by Beth Walker and Christine Reeder from 11am to 3pm on Saturday, August 6. No Action Taken.

## VI. ACTION ITEM

a. Approval of the Annual Report and Workplan FY12

Commissioner Watts presented the Library Commission's Annual Report and Workplan. Commissioner Ayala asked if the fourth bullet point of the Library Commission's Mission could be revised to read, "From birth to adult" instead of "from preschool to adult." Motion by Commissioner Morris, seconded by Commissioner Watts, unanimously approved to accept the Annual Report and Workplan with the revision to the library's mission.

## VII. CHAIRPERSON/COMMISSIONERS' REPORT

Chairperson Martinez read an excerpt from the History of Pasadena by Hiram Reid regarding establishment of the first library in Pasadena, CA. It was incorporated December 26, 1882, under the name of "Pasadena Library and Village Improvement Society."

## VIII. LIBRARY DIRECTOR'S REPORT

a. Report on Benchmark's Forum

Director Sanders reported that the Gates Foundation selected California as one of three states in the U.S. to hold a Public Access Technology Benchmarks Forum. The other two states are Texas and Oklahoma. This forum is to develop tools to help communities assess their current capabilities to create digitally inclusive communities so that all people, businesses and institutions will have access to digital content and technologies that enable them to create and support healthy, prosperous and cohesive communities. No Action Taken.

b. Library Director's Performance Evaluation

Director Sanders reported that for preparation of her performance evaluation she listed accomplishments for FY11. Based on the library's initiative statements, of the 46 major initiatives, 37 of the initiatives were accomplished and this was achieved during three budget cuts and the loss of 16 library positions. It took great teamwork from library staff to achieve these goals. No Action Taken.

c. One City, One Story Update

Director Sanders gave a brief report on the status of the One City, One Story committee. There are four new members on the committee this year, Aquita Taylor, Brenda Galloway, Kim Douglas, and Amy Ulmer. In June the committee met and suggested 44 titles. They met twice in July and reduced the titles to 28 and then to 15. At the next meeting, they will reduce the number of titles to 5. No Action Taken.

d. Trigger Bill

Director Sanders reported on AB 121: Trigger Bill and the implications for CLSA funding.
This bill would amend the Budget Act of 2011 by forecasting the General Fund revenues for the 2011–12 fiscal year by December 15, 2011, and determine whether that revenue forecast or the Legislative Analyst's November 2011 General Fund revenue forecast is higher. Under this bill, there would be additional expenditure reductions should revenue collections fall short of projections in December 2011. The triggers are set in phases. Different cuts will be made depending on the amount of revenues realized. No Action Taken.

If the Trigger bill is implemented, cuts affecting CLSA funding will result in the loss of Southern California Library Cooperative's estimated funding of $346,809, which is at 50% of last year. Delivery costs approximately $180,000/year would be affected. The costs for delivery would need to be allocated to the member libraries or taken from the reserves. No Action Taken.

e. Summer Reading Program Comments

Principal Librarian Beth Walker gave a brief update on the Summer Reading program titled "One World, Many Stories." This year, the program is focusing on the act of reading. They tracked minutes read rather than books. Children enrolled in this year's festivities were given numerous opportunities to participate in a wide range of activities throughout the eight-week program. Each branch featured stories, games, activities, crafts and snacks from a different country. For example, Linda Vista toured Italy and Santa Catalina toured Scotland.

## IX. ANNOUNCEMENTS

Principal Librarian Walker announced that based on community needs and changing customer expectations, Pasadena READS, Pasadena Public Library's adult literacy program, is transitioning from a one-on-one live tutoring format to self-paced online tutorial programs featuring new CD and DVD formats. These programs will provide access to self-paced learning software and skills-based instructional classes taught in partnership with other literacy agencies. No Action Taken.

## X. REPORT(S) FROM COMMITTEES/REPRESENTATIVES

a. Friends of the Pasadena Public Library

Commissioner Chung was scheduled to attend the June 22 meeting. There is no update due to Commissioner Chung's absence. Vice Chair Morgan-Hampton is scheduled to attend the Friends meeting of July 27.

b. Library Associates

Commissioner Hamilton reported that the library associates have moved their meetings back to San Rafael since reopening. The branch closed April 20 due to construction of a new ADA accessible restroom, interior paint, and installation of new carpeting. The Associates met with Julie Gutierrez regarding funding to refurbish the patio area. Since no promises were made for funding, the associates are discussing a fundraiser.

Commissioner Morris visited the Hastings branch and introduced himself to Branch Manager Michael Pierce.

Commissioner Watts met with Mayor Bogaard on July 6 to discuss library commission vacancies. District 5 seat has been vacant for two years. Commissioner Watts asked that library staff provide a district map to commissioners so they could assist with recruitment. No Action Taken.

## XI. INFORMATION ITEMS

a. Record of Attendance – No Action Taken
b. Commission Liaison at FOPPL Meetings – No Action Taken
c. Library Commission Meeting Dates – No Action Taken

## XII. ADJOURNMENT

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

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| Roberta Martinez, Chair<br>Pasadena Public Library Commission | Debra Humphrey, Secretary<br>Pasadena Public Library Commission |

# PASADENA PUBLIC LIBRARY COMMISSION
## MEETING ATTENDANCE
## JULY 2011 - JUNE 2012

| NAME | 7/20/11 | 8/17/11 | 9/21/11 | 10/19/11 | 11/16/11 | 12/21/11 | 1/18/12 | 2/15/12 | 3/21/12 | 4/18/12 | 5/16/12 | 6/20/12 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| AYALA, DEBBIE – District 2 | P | | | | | | | | | | | |
| VACANT - Mayor | A | | | | | | | | | | | |
| DENT, MORRIS – District 4 | P | | | | | | | | | | | |
| MARTINEZ, ROBERTA- District 1 | P | | | | | | | | | | | |
| HAMILTON, KATHLEEN- District 6 | P | | | | | | | | | | | |
| HAMPTON-MORGAN, RENEE- District 3 | P | | | | | | | | | | | |
| STOWITTS, LINDA- District 7 | E | | | | | | | | | | | |
| WATTS, JENNIFER – At Large/7 | P | | | | | | | | | | | |
| VACANT – District 5 | | | | | | | | | | | | |

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 |
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| **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 |
| July | 27 | Renee Morgan-Hampton |
| August | 24 | |
| September | 28 | Jennifer Watts |
| 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 19 | La Pintoresca |
| June 15 | Allendale |
| July 20 | Linda Vista |
| August 17 | Dark |
| September 21 | Villa Parke |
| October 19 | Central |
| November 16 | Santa Catalina |
| December 21 | Central |