



**South Pasadena Public Library**  
**BOARD OF TRUSTEES**  
**MINUTES**  
**September 9, 2015**



**CONVENE:**

Board President Ed Pearson called the special meeting of the Library Board of Trustees of the South Pasadena Public Library to order in the Library Conference Room on September 9, 2015 at 7:19 p.m.

**IN ATTENDANCE:**

Trustees Present

Ed Pearson, President  
Ann Penn, Secretary  
Andy Lippman, Trustee  
Rick Thomas, Trustee

Also Present

Mayor Pro Tem Diana Mahmud  
Judy Hartman, Friends Representative  
Carole Sojka, Sisters In Crime  
Steve Fjeldsted, Director of Library, Arts &  
Culture  
Sean Faye, Library Administrative Secretary

**EXCUSED:** Constance Lue, Vice President

**MINUTES:** The minutes of the regular meeting of July 23, 2015 were reviewed – **MSC: Ann Penn, Andy Lippman – all approved**

[Trustee Rick Thomas arrived at the Board of Trustees Meeting at 7:24 p.m.]

**PUBLIC COMMENTS:**

**ACTION ITEMS:**

1. **Request to close the Library all day to the public on November 25, 2015 for installation of new servers** - Director of Library, Arts & Culture Steve Fjeldsted explained that new servers for all City departments had been approved at the last City Council meeting. This will improve the efficiency of all computer workstations as the current servers have been operating on outdated software. City Hall will be closed all day on November 25, 2015 and City Manager Sergio Gonzalez is in agreement with the concept of the Library to also be closed that day, with Library staff having the option to work that day or use their leave time.

**Motion by Library Board Trustee Andy Lippman, seconded by Secretary Ann Penn, to close the Library on November 25, 2015 for the installation of new servers as proposed.**

**AYES:** Pearson, Penn, Lippman, Thomas

**NOES:** None

**ABSENT:** Lue

**ABSTAIN:** None

2. **Request by Sisters In Crime to serve white wine for their holiday meeting on December 6, 2015 in the Library Community Room** – Carole Sojka of the Sisters in Crime introduced herself to the Board of Trustees and expressed appreciation for their group being able to use the Community Room for their monthly meetings. Carole Sojka asked the Board for permission to serve white wine and raise funds for Inside Out, a non-profit organization dedicated to reducing the juvenile detention recidivism rate through creative writing.

Director Fjeldsted said the Sisters In Crime have donated many books to the Library and have assisted in outreach for some of the Library's events. President Pearson said the serving of white wine has long been the subject of discussion and hasn't been resolved yet.

**Motion by Library Board Trustee Andy Lippman, seconded by Trustee Rick Thomas, to allow the Sisters In Crime to raise funds at their holiday meeting on December 6, 2015 in the Library Community Room.**

**AYES:** Pearson, Penn, Lippman, Thomas  
**NOES:** None  
**ABSENT:** Lue  
**ABSTAIN:** None

Mayor Pro Tem Mahmud said she has asked the City Manager if the Library Community Room should conform to the same policies with regard to the serving of alcohol as the meeting rooms of the Community Services Department. Mayor Pro Tem Mahmud added that this will need to be reviewed by the City Council. Secretary Ann Penn asked to table the request for white wine until the next Trustees meeting on October 8, 2015. President Pearson thanked Carole Sojka for appearing before the Board to make her request.

[Carole Sojka left the Board of Trustees Meeting at 7:40 p.m.]

Secretary Penn asked the Board to develop simple criteria for a white wine policy for the next Trustees meeting that would protect the Board and the City.

3. **Request by Community Services Department to schedule weekly Senior Yoga meetings in the Library Community Room during 2016** – Secretary Penn said that an average of 20 people attend Senior Yoga every Monday morning in the Library Community Room. Secretary Penn praised the instructor as well as the health benefits.

**Motion by Library Board Trustee Andy Lippman, seconded by Secretary Ann Penn, to accept the continuation of Senior Yoga meetings in the Library Community Room during 2016.**

**AYES:** Pearson, Penn, Lippman, Thomas  
**NOES:** None  
**ABSENT:** Lue  
**ABSTAIN:** None

#### **DISCUSSION ITEMS:**

1. **Measure L Committee Activities** – President Pearson said the General Election where Measure L is on the ballot is two months away. Director Fjeldsted spoke with Measure L Committee President Brendan Durrett and said the Kick-Off party for Measure L will be held on Sunday, September 13 in the home of private residents in South Pasadena who have a fantastic personal library. Additionally, the Measure L website ([www.sopasyesonl.com](http://www.sopasyesonl.com)) is up and fundraising is coming along. Director Fjeldsted complimented Friends President Ann Messana for her fundraising abilities. President Pearson cited an article about Measure L from the Pasadena Star News and said that Measure L is mentioned frequently in the South Pasadena Review. Mayor Pro Tem Mahmud expressed concern about the potential for low voter turnout. Director Fjeldsted

replied that absentee voters are being targeted and added that additional volunteers for the Measure L Committee would be welcomed.

2. **Library Organizational Chart plus vacancies** – Director Fjeldsted referred to the vacancies on the Library Organizational Chart and said that candidates have been selected for the Part Time Administrative Clerk II and Part Time Children’s Librarian positions, and that a former staff member who resigned from the Part Time Support Services Clerk II has been re-hired. Director Fjeldsted said that there is currently a Full Time Temp filling in for the Adult Services Senior Librarian vacancy and that a decision will be made on that position after the Library Operations Study is complete.
3. **FY 2014-15 Annual Report by Library Board of Trustees** – President Pearson said the report hasn’t been completed yet and that the presentation may be delayed until October. President Pearson said he would inform the City Clerk’s office.
4. **Library Parking** – Director Fjeldsted said he hasn’t seen any updates about the status of the SPUSD parking lot on the School District website. Mayor Pro Tem Mahmud said that a consultant has been hired by the proposed developer to create a Draft Environmental Impact report. Mayor Pro Tem Mahmud said the School District will make the ultimate decision, but the City is responsible to make sure that any concerns from South Pasadena residents are addressed. Once the Draft Environmental Impact report is issued, the Developer will be required to have at least one public meeting. Director Fjeldsted said this is a critical time regarding Library parking needs and that he would continue to monitor the situation to make certain that there are parking spaces for Library Staff and Volunteers.

Mayor Pro Tem Mahmud said the City needs to improve their methods of informing the public that there is free parking in the Mission/Meridian parking structure after 6pm Monday-Friday and all day Saturday and Sunday.

[Trustee Andy Lippman left the Board of Trustees Meeting at 8:24 p.m.]

5. **Leo Politi Library Artwork Project** – Director Fjeldsted spoke with Leo Politi’s daughter Suzanne Bishoff who said she would bring the artwork for the exhibit in from Fresno by 10/4/15. Once it has arrived, Director Fjeldsted will set up the artwork in the Community Room with the assistance of Scott Gandell and his father Martin Gandell. 20 paintings will be on display to the public from 10/5/15-10/9/15 and docents will need to be recruited to secure the artwork.

Paul Politi, Leo Politi’s son, said their family has requested that 4 paintings and a photo of Leo Politi be displayed above the Reference bookshelves. An art gallery professional who hung the paintings at the Pico House will hang the paintings with oversight from the Public Works Department. The Politi Family will reclaim the “Moy Moy” painting.

The Leo Politi sculpture has been completed and the \$9,000 payment has been sent to sculptor Lester Harries, with funds provided from the Daigle Family of Ellen’s SilkScreening, the City Council and Trustee Andy Lippman. Director Fjeldsted will pick up and transport the sculpture from Sanger, California in his pick-up truck and it will be installed by Public Works and unveiled during a reception prior to the next Trustees meeting on 10/8/15 at 6pm. This unveiling will be publicized to the public.

6. **Library Operations Study** – Director Fjeldsted reported that the Requests for Proposal for a Strategic Planning and Operations Study consultant have gone out and two candidates will be

interviewed next week by Director Fjeldsted, Transportation Manager Margaret Lin and City Manager Sergio Gonzalez. The consultant chosen will complete both the Library Operations Study as well as the next Strategic Plan.

7. **California Library Association Annual Conference in Pasadena on November 6, 7, 8, 2015** – President Pearson said that the deadline for early bird registration has expired but expressed hope that other Board members would attend. Director Fjeldsted said the Library Staff can register any Trustee interested in attending the conference.

## **CORRESPONDENCE AND COMMUNICATIONS:**

### **REPORTS:**

**Board President:** None to report.

**Trustee:** None to report.

**City Council Liaison:** None to report.

**Friends Representative:** Judy Hartman said that the Friends have made a \$5,000 donation to the Measure L Committee. Judy Hartman also reported that the Friends are very close to reaching their goal for the Technology Drive campaign and that they are trying to increase their membership from the current roster of 5-600 people.

**Trustee Liaison to Friends:** None to report.

**Representative to Community Center Ad Hoc Report:** None to report.

### **Director of Library, Arts & Culture:**

- Director Fjeldsted said that some of the Tree ID Tags donated by the Huntington Library have gone missing or have been dug up. There were several opinions as to how to display these signs and the City's Arborist Gonzolo Maravilla has put the tags on the trees themselves.
- Leisa Collins, a local artist, had planned to set up a small paintings exhibit in the display case, but she will be moving out of state. Director Fjeldsted said that Leisa has donated a painting of the Library which will be hung outside the Ray Bradbury Conference Room.
- The Re-Carpeting of the Library's second floor is nearly complete. The Friends Bookstore had to be closed for 4 days, but with the help of Public Works, four missionaries, and others, everything was moved and put back in its original place.
- The exterior painting of the Library is complete.
- There has been a rash of stolen bikes from the bike rack outside the Library. Director Fjeldsted has asked the Police Department to increase their patrols and for signs to be placed inside the Library to alert the patrons. Director Fjeldsted added that he is waiting for approval to purchase surveillance cameras to be placed at Library entrances using some of the funds allocated by the City Council for A/V upgrades for the Community Room.
- The South Pasadena Arts Council, the Library and the Friends will partner for the End of Summer concert on 9/17/15. Jared Barken, who performed at the Library's event for Ray Bradbury's 95<sup>th</sup> Birthday, will open as his stage persona "Clark Chimp" and country/rock band "South of Ziggy" will headline. A professional sound engineer will set up the equipment and Lissa Reynolds of the Fremont Centre Theatre will give the introductions.
- Steve Snyder, whose book "Shot Down" has won 15 awards, will make an Author Night presentation on 9/24/15.

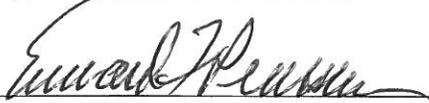
- Director Fjeldsted said that he is working on the Staff Report to present to the City Council for IT improvements, including Wi-Fi that could be done should Measure L pass. Public Works and Acorn are currently assessing estimates from potential vendors.
- Director Fjeldsted is also working on application materials for the CENIC project, which will connect eligible California public libraries to the CALREN network, a high speed fiber optic network that now offers broadband to public schools.
- On 10/1/15 Stefanie Powers, who was here about 5 years ago for the Library's screening of former South Pasadena resident William Holden's "Union Station, will return for the Library's screening of "Executive Suite," featuring William Holden.
- The Library will screen Ray Bradbury's "Halloween Tree" on 10/29/15.
- Director Fjeldsted said his Living History Centre grant was approved for Bruce Buonauro to appear as Father Junipero Serra on 10/15/15.
- Steve Hodel, mystery author and member of the Sisters In Crime, has a new book coming out on 11/5/15, "Most Evil 2." Director Fjeldsted is working on publicity.
- Director Fjeldsted said the Tommy Lasorda Author Night drew an audience of 250 and the Library Screenings of the Beatles' "Help!" and "A Hard Day's Night" drew around 200 each, and nearly 150 people attended the 95<sup>th</sup> Birthday Celebration for Ray Bradbury where "Fahrenheit 451" was screened.
- Director Fjeldsted said that the Measure L Committee has reached out to every community group in South Pasadena.

**NEXT MEETING:** The next regular meeting for the Library Board of Trustees will be on 10/8/15 in the Ray Bradbury Conference Room in the Library at 7 p.m.

**ADJOURNMENT:** The Special Meeting of September 9, 2015 was adjourned at 8:58 p.m.

Minutes approved \_\_\_\_\_ as written.

Minutes approved \_\_\_\_\_ as corrected.



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President