



South Pasadena Public Library
BOARD OF TRUSTEES
MINUTES
January 14, 2016



CONVENE:

Board President Ed Pearson called the regular meeting of the Library Board of Trustees of the South Pasadena Public Library to order in the Library Conference Room on January 14, 2016 at 7:06 p.m.

IN ATTENDANCE:

Trustees Present

Ed Pearson, President
Constance Lue, Vice President
Rick Thomas, Secretary
Andy Lippman, Trustee

Also Present

Mayor Diana Mahmud
Sharon Cockroft, Friends Representative
Steve Fjeldsted, Director of Library, Arts &
Culture
Sean Faye, Library Administrative Secretary

MINUTES: The minutes of the Special Meeting of December 10, 2015 were reviewed – **MSC: Andy Lippman/Constance Lue – all approved**

PUBLIC COMMENTS:

ACTION ITEM:

1. **Request by Community Services to conduct a second weekly Senior Yoga session each week in the Community Room from 8:30 a.m. to 9:30 a.m. on Wednesdays, beginning March 16, 2016** – Director of Library, Arts, and Culture Steve Fjeldsted said that the Senior Yoga class meets regularly in the Community Room on Monday mornings. Director Fjeldsted said this additional request shouldn't pose any issues, as the Community Room is rarely reserved on Wednesday mornings.

Motion by Library Board Trustee Andy Lippman, seconded by Library Board of Trustees Vice President Constance Lue, to approve the request by Community Services to conduct a second weekly Senior Yoga session each week in the Community Room on Wednesdays from 8:30 a.m. to 9:30 a.m., beginning March 16, 2016.

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

2. **Request for approval of a fundraising concert in the Community Room on March 5, 2016 with Rumer, a popular British female singer and her husband Rob Shirakbari, an accomplished American pianist and bandleader. Proceeds would be split evenly between the Friends of the South Pasadena Public Library and ACPA (Asia Canine Protection Alliance) which opposes the Asian dog meat trade** – Director Fjeldsted said that P.F. Sloan, whose last performance in the Community Room was a very well attended event, as well as the cover story that week in the *Pasadena Weekly*, was originally scheduled to return to the Community Room this Spring to perform his new album. Sadly, he passed away in November, with 130 newspapers

around the world carrying his obituary. Director Fjeldsted attended a concert where Rumer, a British bestselling pop singer, currently recording an album with Burt Bacharach, opened for P.F. Sloan and described her voice as reminiscent of Karen Carpenter. After speaking with Rumer, Director Fjeldsted has had to tentatively reschedule her potential fundraising concert from March 5, 2016 to March 26, 2016 and added that previous fundraising concerts and events, such as the Wrecking Crew screening and Van Dyke Parks concert, have done quite well both financially and in promoting awareness of the Library. Director Fjeldsted said Rumer has chosen to donate her share of the proceedings of the concert to the ACPA (Asia Canine Protection Alliance), as animals are her passion. Director Fjeldsted then played a video for the Trustees of Rumer performing at the White House.

Director Fjeldsted said he thought that the residents of South Pasadena would enjoy seeing a top-line concert in the Community Room and that this would be a great opportunity for the Friends to earn a large amount of money in one night. Director Fjeldsted said that he would recruit volunteers to help set up for the concert from the Rotary Club and members of the community and that Rumer has offered the services of her publicist.

Motion by Library Board of Trustees Secretary Rick Thomas, seconded by Library Board Trustee Andy Lippman, to approve the request to have Rumer perform a fundraising concert in the Community Room, with the correction of the date to March 26, 2016.

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

3. **Sisters In Crime's request to use Ray Bradbury Conference Room for regularly scheduled small meetings during 2016** – Director Fjeldsted said the issue of reserving the Ray Bradbury Conference Room was last reviewed by the Library Board of Trustees 6 or 7 years ago. At that time the Trustees wanted the Conference Room to be reserved only for same day usage, with the exception that City users could reserve the room in advance. Years ago, the Sisters In Crime, who were grandfathered in along with the Electric Historic Railway Association, use the Community Room once a month for their meetings, but are now requesting to reserve the Conference Room once a month as well. Trustee Lippman expressed concern about preventing others from using the Conference Room on a Saturday, as that is a day when many students visit the Library.

Motion by Library Board Trustee Andy Lippman, seconded by Library Board of Trustees Vice President Constance Lue, to deny the Sisters In Crime's request to use the Ray Bradbury Conference Room for regularly scheduled small meetings during 2016.

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

DISCUSSION ITEMS:

1. **City Council Liaison to the Library Board of Trustees** – Mayor Diana Mahmud said this would be her final meeting as the City Council Liaison to the Library. Mayor Mahmud thanked the Trustees for their dedication and said that she has thoroughly enjoyed this experience. Mayor Pro Tem Michael Cacciotti will now serve as City Council's Liaison to the Library Board of Trustees.

2. **Library Board of Trustees Vacancy** – Mayor Mahmud said she is still reviewing applicants to fill the vacancy left by Trustee Ann Penn when her term came to an end in December 2015. Mayor Mahmud said that she anticipates a new Trustee will be appointed by the next Board of Trustees meeting in February.
3. **Library Operations Study** – Director Fjeldsted said that the first draft of the Library Operations Study being prepared by consultant Joe Matthews is probably a few months away. Consultant Joe Matthews has visited the Library and conducted interviews with staff and stakeholders from the South Pasadena community, picking up where former consultant Joan Frye Williams left off. Director Fjeldsted said that any changes recommended by the Library Operations Study will not be implemented overnight, as the Study will need approval by the City Council as well as the Library Board of Trustees. Budgeting implications could also be a factor. Director Fjeldsted said that Substitute Librarians and Part Time staff are filling in the vacancies in the Adult Services division, as he has been informed by City Manager Sergio Gonzalez that these openings cannot be filled until after the Library Operations Study is complete.
4. **South Pasadena Unified School District Environmental Impact Report** – Director Fjeldsted said the Environmental Impact Report for the South Pasadena Unified School District parking lot is available and that he would forward the link to an electronic version to the Trustees, as it over 1,000 pages. Mayor Mahmud said that there has not been much public support for the proposed development project of the SPUSD Parking lot into 91 units of condominiums. Residents have expressed concern regarding increased traffic congestion, the lack of available parking for residents, and that the proposal included an excessive number of living spaces. Mayor Mahmud added that the report made no mention of parking for the Library, Senior Center, or Farmers' Market. Director Fjeldsted said that John Mayer from the Planning Department informed him that a separate parking study will be issued soon.

Mayor Mahmud said that the City would normally be the lead agency for a project of this scope that affects the South Pasadena community, but in this instance the City will be the responsible agency, with the School District serving as the lead agency. Director Fjeldsted said that comments on the report are due by 2/19/16 and that the Trustees are allowed to respond as private residents, but not as Trustees. Mayor Mahmud said that the No 710 Action Committee website has instructions on how to prepare effective comments on an Environmental Impact Report. President Pearson noted that there are 5 weeks until comments are due and encouraged the Trustees to review the SPUSD Environmental Impact Report and to visit the No 710 website – www.no710.com - when crafting their responses.

5. **Review of Draft Community Room Application Packet and Community Room Policy incorporating recent amendments regarding alcohol** – President Pearson asked for the Board to be provided with the Draft Alcohol Policy for the Community Room to confirm it is consistent with the Community Room application, updated with recent alcohol amendments adopted by the Board of Trustees in November 2015. President Pearson asked the Board to review the documents for the next Trustees meeting, and report if there are any other issues that need to be addressed.
6. **Library CENIC Grant Application** – Director Fjeldsted said that Acorn Technology, the City's IT firm, has been helping with a portion of the CENIC grant application and that he is working on the draft, which is due on 1/29/16. If approved, the Library will be able to purchase one gigabit of broadband connectivity for its computers, which is about 100 times faster than the connection we have. The Library's weak Wi-Fi coverage is the number one complaint from our patrons and funds from Measure L will also be used to help cover the costs of this project.

7. **Leo Politi Artwork and Sculpture Installation** – The Leo Politi sculpture “Sister Reading Book to Brother with Dog Looking On” was due to already be installed earlier between the two main doors at the Oxley Street entrance to the Library, but has been postponed. The Politi Family has requested a pedestal for the sculpture, which they have offered to pay for, but Public Works may need to subcontract the request to another company. Director Fjeldsted said he hopes for the sculpture to be installed within the next week or two and added that it will be a new attractive artwork at our Library.

Director Fjeldsted said that the Leo Politi Artwork Exhibit Opening Reception in the Community Room on January 9, 2016 displayed 21 original paintings. About 300 people attended, which was brought about with the assistance of many supporters, including Ellen and Joe Daigle, Paul Politi and Suzanne Bischof Politi, Sally Kilby, Senator Carol Liu, and Congresswoman Judy Chu. Refreshments were provided by the South Pasadena Chinese-American Club and the Friends paid for the Lion Dancers who began the ceremony. The exhibit was held from 1/11/16-1/14/16 and received coverage from the *South Pasadena Review*. Two hundred people have attended the exhibit, which culminated in a reading of “Moy Moy” with an appearance by Mary Yan Joe who inspired the story as a child. Director Fjeldsted said that insurance had been provided and a security guard had been hired to stay on the premises overnight during the exhibit. Suzanne Bischof Politi will reclaim the artwork on 1/15/16.

8. **January 21, 2016 Friends Annual Meeting at 7 p.m. with Living History Performance by Duffy Hudson as Houdini** – Friends Representative Sharon Cockroft said that the approval of the Friends 2016 Budget and the appointment of new officers for 2016, will take place shortly before Duffy Hudson’s Living History Performance as Harry Houdini.
9. **Field trip to Alhambra, Monterey Park, and San Marino Public Libraries on February 1, 2016 from 9 a.m. to 1 p.m.** – Director Fjeldsted said that Library Operations Study consultant Joe Matthews is making appointments to visit the Alhambra, Monterey Park, and San Marino Public Libraries on 2/1/16. Director Fjeldsted said that the Community Services Department will not be able to provide transportation, so he is looking into other options to rent a vehicle large enough for 12-14 people.

CORRESPONDENCE AND COMMUNICATIONS:

REPORTS:

Board President: President Pearson asked the Trustees and the Library Director to start thinking of potential speakers for the annual Volunteer Recognition Luncheon, as well as those to recognize as the Volunteers of the Year. Director Fjeldsted said he would ask Senior Division Managers for their input. Trustee Lippman suggested politics or election campaigns as this year’s theme. President Pearson asked for this to be discussed at the next Trustees meeting.

City Council Liaison: Mayor Mahmud said the budget has little room for discretionary spending. Mayor Mahmud anticipates some sort of public function regarding the budgeting process that will be different from the Community Forum last year and subsequent City Council Meetings held this time last year. Mayor Mahmud said she thinks the Library Board of Trustees will play a very important role in prioritizing where funds should be directed.

Friends Representative: Sharon Cockroft reported that the Friends have had wonderful book sales in 2015 and will remain committed to the Library's needs. Director Fjeldsted said the Library received some large donations of books in the last year and thanked the Friends for all of their efforts.

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 Joe Matthews will also be the facilitator and consultant for the Library's new Strategic Plan once the Library Operations Study is complete. There are still unmet goals and objectives from the current Strategic Plan, such as updating the Library's décor and more comfortable seating.
- Director Fjeldsted said that there was no serious flooding in the Library from the recent heavy rains and that the new sump pumps provided by Public Works have been effective.
- Director Fjeldsted said that the new exterior painting and the replacement of the upstairs carpeting in the Library has been completed and that he believes Public Works will go out to bid soon for the new audio/visual system for the Community Room.
- Director Fjeldsted said there were so many people to thank in coordinating and bringing forth the Politi Exhibit and that it was a wonderful blend of individuals from South Pasadena and beyond. A thank you letter will be sent to the *South Pasadena Review*, including acknowledgements for Sally Kilby, the Politi Family, Ellen and Joe Daigle, and many others.

President Pearson emailed a quote from author Toni Morrison regarding the importance libraries: "Access to knowledge is the superb, the supreme act of truly great civilizations. Of all the institutions that purport to do this, free libraries stand virtually alone in accomplishing this mission."

NEXT MEETING: The next regular meeting for the Library Board of Trustees will be on 2/11/16 in the Ray Bradbury Conference Room in the Library at 7 p.m.

ADJOURNMENT: The regular meeting of January 14, 2016 was adjourned at 8:37 p.m.

Minutes approved _____ as written.

Minutes approved _____ as corrected.



President