



**CITY OF SOUTH PASADENA
LIBRARY BOARD OF TRUSTEES**

**MINUTES
REGULAR MEETING
THURSDAY, NOVEMBER 9, 2023, AT 7:00 P.M.**

CALL TO ORDER:

The Meeting of the South Pasadena Library Board of Trustees was called to order by Vice President Bianca Richards on Thursday, November 9, 2023, at 7:03 P.M. in the Library Conference Room, 1100 Oxley Street, South Pasadena, California.

ROLL CALL:

PRESENT

Vice President	Bianca Richards
Trustee	Kenneth Gross
Trustee	Edward Pearson

ABSENT

President	Dean Serwin
Secretary	Annie Chang Long

Sean Faye, Library Administrative Secretary, announced a quorum.

CITY STAFF PRESENT:

Cathy Billings, Library Director; Janet Braun, Council Liaison; Sean Faye, Library Administrative Secretary; were present at Roll Call. The Friends of the Library Board representative presented reports or responded to questions as indicated in the minutes.

PUBLIC COMMENT

1. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)

In Person Comments:

South Pasadena resident Sally Kilby made a public comment to share that the Historic Performance Venue bill, authored by Senator Anthony Portantino, could be applied to the Community Room. She also spoke about possible changes for the Library’s Special Tax in 2024.

PRESENTATIONS

2. LIBRARY JOURNAL DESIGN INSTITUTE

Library Director Cathy Billings discussed her experience attending the *Library Journal* Design Institute conference in Hayward, CA.

ACTION/DISCUSSION**3. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA**

None.

4. APPROVAL OF MINUTES OF OCTOBER 12, 2023 LIBRARY BOARD OF TRUSTEES MEETING**Recommendation**

It is recommended that the Board review and consider approval of the October 12, 2023, Meeting Minutes.

COMMISSION ACTION AND MOTION

A motion was made by Trustee Pearson, seconded by Trustee Gross, and approved by roll call vote to approve Item No. 4 as presented by staff. The motion carried 3-0-2 by the following vote:

AYES: Gross, Pearson, Richards

NOES: None.

ABSENT: Long, Serwin.

ABSTAINED: None.

5. PRESIDENT TO APPOINT NOMINATING COMMITTEE FOR 2024 BOARD OFFICERS**Recommendation**

It is recommended that the Library Board of Trustees President appoint two Trustees to a nominating committee which will be responsible for presenting a proposed slate of officers at the January 2024 Board of Trustees meeting.

Vice President Richards and Trustee Gross will serve on the nominating committee for 2024 Board officers.

6. LIBRARY OPERATIONS UPDATE

Information was shared about library staffing and recruitments, past and upcoming library programs, the status of the Library's California State Library Building Forward grant application, and community outreach conducted by staff.

COMMUNICATIONS**7. BOARD PRESIDENT COMMUNICATIONS**

None.

8. BOARD MEMBER COMMUNICATIONS

Trustee Gross enjoyed Library Director Billings' presentation.

Trustee Pearson shared a famous Andrew Carnegie quote about libraries.

Vice President Richards attended Council Liaison Braun's Open House on 11/5/23 and appreciated her comments about the Library.

9. COUNCIL LIAISON COMMUNICATIONS

City Council Liaison Braun has been in contact with the City Manager and Public Works Department regarding the installation of new patio furniture. She was informed that a bid was received, but was more expensive than anticipated.

Following up on a discussion from a previous Trustee meeting, Councilmember Braun reported that she spoke with the Finance Director who confirmed that the Carlyle bequest funds have a separate account, and would earn interest at the same rate as the rest of the City's portfolio.

10. FRIENDS OF THE LIBRARY REPRESENTATIVE COMMUNICATIONS

Friends Board President Ellen Torres provided updates about the Friends' nominating committee and the upcoming review of their bylaws to possibly restructure Board positions. The budget was proposed, and will be voted on in December, and adopted at their annual meeting. The Friends Holiday Luncheon is scheduled for 12/7/23. The membership drive is not as strong as last year. Friends member Kevin O'Neill will conduct outreach outside the Community Room during the Farmers Market today and 11/30/23 to promote Friends membership, the Friends Bookstore, and Restoration Concert Series. The Friends Holiday Book Sale will be 12/1/23-12/3/23. She shared details about the lucrative sale of books on eBay, the next Restoration Concert on 11/19/23, the newsletter, social media growth, and the potential sale of the Steinway piano.

10. TRUSTEE LIAISON TO THE FRIENDS COMMUNICATIONS

Vice President Richards expressed support for the Restoration Concert Committee's rental of a Steinway piano and for Kevin O'Neill's outreach efforts.

12. LIBRARY DIRECTOR COMMUNICATIONS

None.

PUBLIC COMMENT - CONTINUED


13. CONTINUED PUBLIC COMMENT - GENERAL

None.

ADJOURNMENT

There being no further matters, Vice President Richards adjourned the meeting of the Library Board of Trustees at 7:55 P.M. to the next Regular Library Board of Trustees meeting scheduled for December 14, 2023.

Respectfully submitted:

DocuSigned by:

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Sean Faye
Staff Liaison, Library Administrative Secretary

APPROVED:

DocuSigned by:

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Dean Serwin
President

ATTEST:
DocuSigned by:

848EF4F086624F3...
Sean Faye
Staff Liaison, Library Administrative Secretary

Approved at Commission Meeting: January 11, 2024