



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

**MINUTES
REGULAR MEETING
THURSDAY, MARCH 13, 2025, AT 7:00 P.M.**

CALL TO ORDER:

The Meeting of the South Pasadena Library Board of Trustees was called to order by President Annie Chang Long on Thursday, March 13, 2025, at 7:04 P.M. in the Library Conference Room, 1100 Oxley Street, South Pasadena, California.

ROLL CALL:

PRESENT

President	Annie Chang Long
Vice President	Kenneth Gross
Secretary	Edward Pearson
Trustee	Minsun Meeker
Trustee	Dean Serwin

ABSENT

Council Liaison	John Primuth
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Sean Faye, Library Administrative Secretary, announced a quorum.

CITY STAFF PRESENT:

Cathy Billings, Library Director; Sean Faye, Library Administrative Secretary; Kevin O'Neill, Friends of the Library Board representative; were present at Roll Call.

PUBLIC COMMENT

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

In Person Comments:

None.

ACTION/DISCUSSION

2. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA

None.

3. APPROVAL OF MINUTES OF MARCH 13, 2025, LIBRARY BOARD OF TRUSTEES MEETING**Recommendation**

It is recommended that the Board review and consider approval of the March 13, 2025, Meeting Minutes.

COMMISSION ACTION AND MOTION

A motion was made by Trustee Serwin, seconded by Secretary Pearson, and approved by roll call vote to approve Item No. 3, as presented by staff. The motion carried 4-0-0-1 by the following vote:

AYES: Long, Meeker, Pearson, Serwin

NOES: None.

ABSENT: None.

ABSTAINED: Gross.

4. VOLUNTEER APPRECIATION/RECOGNITION EVENT

Staff and Volunteer Recognition Committee members Annie Chang Long and Minsun Meeker to provide an update to Trustees on planning of April 2025 event, and to discuss Board member assignments.

5. ADMINISTRATIVE POLICIES REVIEW COMMITTEE PROGRESS REPORT

Committee members Kenny Gross and Minsun Meeker to provide an update to Trustees on the Committee's work on the revision of the Library's rules of behavior.

6. LIBRARY/COMMUNITY CENTER SITE PLANNING PROJECT PROGRESS REPORT

Staff and Site Plan Ad Hoc Committee member Trustee Dean Serwin to provide updates to Trustees about the Site Planning Project and Ad Hoc Committee activity.

7. LIBRARY OPERATIONS UPDATE

Staff to provide updates to Trustees about library events and programs, new services or changes to service, and to inform Trustees about operational matters of note, including staffing changes, project status updates, outreach activities, etc.

COMMUNICATIONS

8. BOARD PRESIDENT COMMUNICATIONS

President Long had no comments.

9. BOARD MEMBER COMMUNICATIONS

Trustee Meeker had no comments.

Vice President Gross had no comments.

Trustee Serwin attended the "Library After Dark" program at the downtown main branch of the LA Public Library. He encouraged everyone to visit, as it is an aspirational viewpoint for policy programs and other similar themes that the Board is working on.

Secretary Pearson was disappointed by the "Libraries of the Future" program at the Library Foundation of Los Angeles. It mainly spoke about current activities, with little said about the future of libraries. The director of the Pacific Palisades branch of the LA Public Library spoke about using similar methods adopted during the pandemic to maintain its services, after its building was lost during the Palisades Fires.

10. COUNCIL LIAISON COMMUNICATIONS

None. (Councilmember Primuth was not in attendance.)

11. FRIENDS OF THE LIBRARY REPRESENTATIVE COMMUNICATIONS

Friends Board President Kevin O'Neill announced that the Friends Board will soon decide on some operational matters, including updated signage around the library and setting up permanent email addresses for the Friends Board specific to positions, not individuals.

12. TRUSTEE LIAISON TO THE FRIENDS COMMUNICATIONS

Trustee Serwin said the Friends raise a lot of money and provide many services, including the wonderful Friends Bookstore. He said they have a very robust program with a series of committees and sub-committees that work diligently and manage their resources very well. He was very impressed by their professionalism, structure, and feeling of community and civility.

13. LIBRARY DIRECTOR COMMUNICATIONS

Director Billings discussed how the Board members can advocate as individuals for the Library's services.

PUBLIC COMMENT - CONTINUED

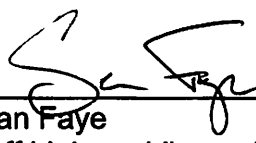
14. CONTINUED PUBLIC COMMENT – GENERAL

None.

ADJOURNMENT

There being no further matters, President Annie Chang Long adjourned the meeting of the Library Board of Trustees at 8:53 P.M. to the next Regular Library Board of Trustees meeting scheduled for April 10, 2025.

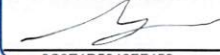
Respectfully submitted:



Sean Faye
Staff Liaison, Library Administrative Secretary

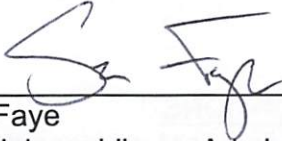
APPROVED:

DocuSigned by:



Annie Chang Long
President

ATTEST:



Sean Faye
Staff Liaison, Library Administrative Secretary