



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

**MINUTES
REGULAR MEETING
THURSDAY, MAY 8, 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, May 8, 2025, at 7:05 P.M. in the Library Conference Room, 1100 Oxley Street, South Pasadena, California.

ROLL CALL:

PRESENT

President	Annie Chang Long
Secretary	Edward Pearson
Trustee	Dean Serwin

ABSENT

Vice President	Kenneth Gross
Trustee	Minsun Meeker

Sean Faye, Library Administrative Secretary, announced a quorum.

CITY STAFF PRESENT:

Cathy Billings, Library Director; Jon Primuth, Council Liaison; Sean Faye, Library Administrative Secretary; 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 MEETINGRecommendation

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 3-0-2-0 by the following vote:

AYES: Long, Pearson, Serwin

NOES: None.

ABSENT: Gross, Meeker

ABSTAINED: None.

4. VOLUNTEER APPRECIATION/RECOGNITION EVENT

Debrief the April 15, 2025, Volunteer Appreciation Event.

5. ADMINISTRATIVE POLICIES REVIEW COMMITTEE PROGRESS REPORT

Committee members Kenny Gross and Minsun Meeker to provide an update on the Committee's work.

6. LIBRARY/COMMUNITY CENTER SITE PLANNING PROJECT PROGRESS REPORT

Site Plan Ad Hoc Committee member Trustee Serwin and staff to provide an update on the Site Planning Project and Ad Hoc Committee activity.

7. LIBRARY BOARD OF TRUSTEES ACCOMPLISHMENTS, 2025-2026 WORK PLANRecommendation

It is recommended that the Trustees:

1. Identify Fiscal Year 2024-2025 accomplishments; and
2. Discuss and identify 3-5 goals that comprise the Trustees' Fiscal Year 2025-2026 Work Plan; and
3. Direct staff to present a draft Work Plan for Fiscal Year 2025-2026 for consideration and adoption at the regular meeting of the Board of Trustees on June 12, 2025.

8. FISCAL YEAR 2025-2026 LIBRARY BUDGET

Staff to provide information to Trustees about the Fiscal Year 2025-2026 Budget Calendar.

9. 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**10. BOARD PRESIDENT COMMUNICATIONS**

President Long thanked Director Billings, Friends Board President Kevin O'Neill, and the Library Board for successfully organizing the Volunteer Appreciation Event. President Long's son will be a volunteer for the Summer Reading Program. She expressed appreciation to Children's Librarian Leticia Cheng Ku for running a smooth orientation process.

11. BOARD MEMBER COMMUNICATIONS

Trustee Serwin warned of the threat that libraries currently face. He would like the City Attorney to outline what the Library Board can do to sound the notice about attacks against the freedom of thought, expression, and speech.

Secretary Pearson shared a poster with a quote by Kurt Vonnegut regarding "the subject of burning books." He also shared some library trivia that the word "liber," which was the inner bark of a tree that was used as paper, was how the word "library" originated. He also thought it was very exciting that a local South Pasadena High School violinist was mentioned on KUSC.

12. COUNCIL LIAISON COMMUNICATIONS

City Council Liaison Primuth shared four updates from the last City Council meeting: the City approved the contract to receive two self-cleaning, public toilets on the plaza near the Metro station, at no cost, in the run-up to the Olympics and World Cup; slight modifications have been made to the tree-trimming ordinances to allow the Public Works Director to make the final determination on certain tree removals; a settlement agreement has been approved for a multi-unit development in the Altos, near Camino Del Cielo; several positions have been approved for the Public Works department to allow for a better delivery system for projects.

Council Liaison Primuth chaperoned a trip to China with 68 South Pasadena High School students. It was a wonderful opportunity to meet with Chinese students and teachers, to visit their schools, and experience their culture and encourage friendships that transcend political differences.

13. FRIENDS OF THE LIBRARY REPRESENTATIVE COMMUNICATIONS

None. (Friends Board President Kevin O'Neill was not in attendance.)

14. TRUSTEE LIAISON TO THE FRIENDS COMMUNICATIONS

Trustee Serwin expressed appreciation for the Friends Board and noted their productivity and accomplishments.

15. LIBRARY DIRECTOR COMMUNICATIONS

Director Billings said the Friends are continuing to set up permanent email addresses for Friend Board positions. New flip-top, rolling tables for the Community Room were purchased with money from the Friends' budget.

PUBLIC COMMENT - CONTINUED

16. 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 8:35 P.M. to the next Regular Library Board of Trustees meeting scheduled for June 12, 2025.

Respectfully submitted:

Signed by:



840EF1F086624F3...

Sean Faye

Staff Liaison, Library Administrative Secretary

APPROVED:

DocuSigned by:



8CDE1D5846EF459...

Annie Chang Long

President

ATTEST:

Signed by:



840EF1F086624F3...

Sean Faye

Staff Liaison, Library Administrative Secretary