



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

**MINUTES
REGULAR MEETING
THURSDAY, AUGUST 14, 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, August 14, 2025, at 7:01 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

Sean Faye, Library Administrative Secretary, announced a quorum.

CITY STAFF PRESENT:

Cathy Billings, Library Director; Jon Primuth, Council Liaison; Kevin O'Neill, Friends Board Representative; 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 JUNE 12, 2025, LIBRARY BOARD OF TRUSTEES MEETING

Recommendation

It is recommended that the Board review and consider approval of the June 12, 2025, Meeting Minutes.

COMMISSION ACTION AND MOTION

A motion was made by Trustee Meeker, seconded by Trustee Serwin, and approved by a 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. REVIEW OF DRAFT RULES OF BEHAVIOR POLICYRecommendation

It is recommended that the Trustees review, discuss, and provide input on a draft of the new Rules of Behavior Policy, which would replace the current Library Code of Conduct Policy.

5. LIBRARY/COMMUNITY CENTER SITE PLANNING PROJECT UPDATESRecommendation

It is recommended that the Trustees receive an update from staff on recent Site Plan Project and Ad Hoc Committee activity.

6. UPDATES TO THE LIBRARY'S COLLECTION SELECTION AND MAINTENANCE POLICY TO COMPLY WITH THE "CALIFORNIA FREEDOM TO READ ACT" (AB 1825)Recommendation

It is recommended that the Trustees review pending changes to the Collections Selection and Maintenance Policy that are mandated by Assembly Bill 1825.

7. FISCAL YEAR 2025-2026 LIBRARY SPECIAL TAX REPORTRecommendation

It is recommended that the Trustees receive a report from staff on the Fiscal 2025-2026 Library Special Tax estimated revenue.

8. 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

9. BOARD PRESIDENT COMMUNICATIONS

President Long commented that the presence of a security guard has made a huge difference, particularly for families.

10. BOARD MEMBER COMMUNICATIONS

Vice President Gross is glad to be back at a Trustees meeting and is grateful for the good conversations.

Secretary Pearson appreciated the discussion regarding the Behavior Policy. He said that quotes about libraries fall into two categories: importance of libraries and how wonderful they are. He feels both of those elements should be emphasized in any statements to the public. He quoted Albert Einstein, "The only thing you absolutely have to know, is the location of the library." He also shared a quote from Erasmus, "Your library is your paradise."

Trustee Serwin commended the Friends for the wonderful library programs they funded during the summer. He said the library is, and always should be, a community center. Anything that can be done to continue and develop those aspects as a community hub is vital.

11. COUNCIL LIAISON COMMUNICATIONS

City Council Liaison Primuth shared that to remain competitive, City Council will be considering approval of wage increases for staff recommended in the City's recent class and compensation study.

There is a new budget team that is making great progress in rebuilding our processes, reviewing fund balances, creating better accounting methods, and applying procedures more consistently. Approval of the City's fiscal year 2025-2026 budget is expected to be on the agenda at the 8/20/25 City Council meeting.

City Council will also provide direction on a modification of the housing element in terms of height limits to achieve the right density, under the state's requirements.

The City approved a contract to look for private public partnership ideas for the Arroyo Seco Golf Course. This would involve profit-generating operators who would then revamp the golf course and pay some of the operating revenue to the City.

The 30-year bond for Measure L to rebuild the high schools is coming off the tax rolls in the next year or two. There will be a tax increment the City could potentially fill without raising property taxes. A bond service tax could replace Measure L to generate funds needed for infrastructure.

12. FRIENDS OF THE LIBRARY REPRESENTATIVE COMMUNICATIONS

Friends Board President Kevin O'Neill thanked Library staff for the excellent job they did in running the events for the Summer Reading Program. The Friends will soon review funding requests from Library staff. There will be some changes coming in the Friends' investment policy, as they finalize internal policies regarding spending. The Friends gave their first scholarship to a musician recommended by the Restoration Concert Committee. Holly Lacey, a violinist, will study music when she attends Yale this fall.

13. TRUSTEE LIAISON TO THE FRIENDS COMMUNICATIONS

Trustee Serwin extended his gratitude to the Friends for their continued support of the library and its services.

14. LIBRARY DIRECTOR COMMUNICATIONS

Director Billings had no further comments.

PUBLIC COMMENT - CONTINUED**15. 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 8:54 P.M. to the next Regular Library Board of Trustees meeting scheduled for September 11, 2025.

Respectfully submitted:

Signed by:

Sean Faye

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Sean Faye

Staff Liaison, Library Administrative Secretary

APPROVED:

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Annie Chang Long

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Annie Chang Long

President

ATTEST

Signed by:

Sean Faye

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Sean Faye

Staff Liaison, Library Administrative Secretary