

A special meeting of the Inglewood Library Board was held on January 23, 2013, in the Gladys Waddingham Lecture Hall. The meeting was called to order by Richard Cavalier at 6:39 p.m.

Flag Salute

Roll Call

Present:

Richard Cavalier – District 2 Board Member

Kenneth Jordan – District 3 Board Member

Rosa Aguilar – District 4 Board Member

Absent:

Peter Holman – District 1 Board Member, Chairman

Patt Sanders – At Large Board Member, Vice Chairman

Staff:

Michael Falkow – Assistant City Manager

Sabrina Barnes – Parks, Recreation and Library Services Director

Frances Tracht – Acting Library Manager

Brenda Davis – Administrative Secretary

Approval of the Minutes

Board Member Cavalier called for the approval of the minutes for November 28, 2012. Minutes were approved as follows:

Ayes: Library Board Members Cavalier, Jordan and Aguilar

Nays: None

Public Comments

None

Library Report

Frances Tracht gave a verbal report regarding preliminary results the library survey which began in November and requested permission from the Board to extend the survey due to a very low response. Sabrina Barnes recommended having the City's ITC Department create an online survey and send out the information via an insert in the water bills to encourage residents to complete the survey. Board Member Cavalier suggested sending out an email and asked if there is an email list available. Board Member Cavalier asked Ms. Barnes if she needed a motion from the Board. Ms. Barnes stated she was just sharing preliminary results and wanted to advise the Board of her recommendation on extending the survey in hopes of receiving more feedback. Board Member Jordan asked if it would be a problem inserting the information

into the Edison bill. Ms. Barnes stated the inserts would be created and put into the city's water bill in house via the City's Print Shop division. Board Member Jordan asked if it has been done before. Ms. Barnes stated yes, a blue insert was sent in the last water bill inviting residents to the City's King Day event in January. Board Member Jordan stated he lives in condominiums and receives emails. Ms. Barnes stated the information is typically sent to property owners and homeowners associations as well. Ms. Barnes asked the Board for their suggestions on what was the best way for them to receive information. Board Member Aguilar suggested the local radio station, the marquee at the Forum, and flyers at the Town Hall Meetings. Ms. Tracht suggested email blasts from the Council Members. Board Member Jordan suggested putting the information in the monthly letters that the Council Members send out. Board Member Aguilar suggested newspaper ads if it isn't too expensive. Board Member Cavalier suggested super market counters.

Frances Tracht gave a report on the 4<sup>th</sup> quarter statistics:

<u>Month</u>	<u>Items Circulated</u>
October	13,980
November	12,344
December	9,631

Board Member Cavalier asked for the statistics for the previous year. Ms. Tracht stated she did a report for the past three years and statistics show things are slowing down explaining the Main Library has reduced hours and is no longer open seven days a week; Crenshaw-Imperial Branch was closed during the holidays; and due to budget cuts the Morningside Park Branch is closed. Ms. Tracht also stated the numbers for circulation are down worldwide as more people are doing their research online. Michael Falkow pointed out people don't have books they have iPads. Ms. Tracht stated several libraries have iPads that can be checked out with the book titles loaded onto it. Mr. Falkow stated he has recently connected electronically to a library downloading all the information he needs, which he believes may be the future although he does not believe the value of a library will ever change.

Frances Tracht gave a report on the current department activities including the following programs at the Main Library: a movie series of classic African-American movies; a musical program by blues guitarist and vocalist Brother Yusef; a book discussion with author/journalist Erin Aubry Kaplan; a Mars space program; an Engineering Program for Youth; and a Poetry Reading and Craft by author Dr. Earline Gentry. In addition, the Children's Department will be having family movies, Lego Mania, crafts and storytimes.

Sabrina Barnes informed the Board that the Library was awarded a grant called the Muslim Journeys Bookshelf Grant from the National Endowment on Humanities. The grant will provide 25 books and 3 films for each branch to bring

greater awareness about the Muslim culture to the City of Inglewood. Frances Tracht mentioned the Library will provide a program that will incorporate the new books.

#### Public Comments

Michael Falkow advised the Board that he spoke to the City Attorney's Office concerning the boundaries between the Library and Friends of Inglewood Public Library stating they are two separate entities. Mr. Falkow went into details regarding other issues such as liability and agenda items and informed the Board that he will provide them with that information in writing at the next meeting. Board Member Cavalier questioned why the library's books are being sold and the money is given to Friends of Inglewood Public Library. Ms. Tracht said the money is given to them because when books are donated to the Library they are actually donated to Friends of Inglewood Library.

The meeting was adjourned at 7:39 p.m.