

**CITY OF INGLEWOOD  
LIBRARY BOARD MINUTES  
JULY 18, 2012**

The Inglewood Library Board met on July 18, 2012 in the Gladys Waddingham Lecture Hall. The meeting was called to order at 6:30 p.m. by Chairperson Peter Holman.

Board members present:      Richard Cavalier – District 1  
   Peter Holman – District 2  
   Kenneth Jordan – District 3  
   Rosa Aguilar – District 4

Board member absent:        Patt Sanders – At Large

Library staff present:        Frances Tracht – Acting Library Manager  
   Michael Easley – Sr. Administrative Analyst  
   Brenda Davis – Administrative Secretary

It was moved by Kenneth Jordan to approve the minutes of the June 20, 2012 meeting. It was seconded by Richard Cavalier, and the motion carried.

Senior Administrative Analyst Michael Easley gave an oral report and responded to questions and concerns regarding state incorporation paperwork and IRS tax exemption of the Friends of Inglewood Public Library.

Richard Cavalier insisted that Friends of Inglewood Public Library tax exemption is tied to retired Library Director Richard Siminski and asked that staff or other Board members call the IRS. Peter Holman and the Board asked if Richard Cavalier would call to verify; he agreed.

Frances Tracht informed Board member the former Library Director's function was to apply and submit paperwork for the Friends of Inglewood Public Library to see if they would qualify for a tax exempt status from the federal income tax under section 501 (c) (3) of the Internal Revenue Code. Mr. Siminski is not a member of the Friends of Inglewood Public Library.

Michael Easley pointed out that at the meeting Board members were receiving packages of Friends of Inglewood Public Library applications and return envelopes. Frances Tracht and Michael Easley requested the Board members' assistance in recruiting members for the Friends.

Acting Library Manager informed the Board that Library staff had a meeting with Los Angeles Law Library on July 12 in the Gladys Waddingham Lecture Hall. Staff members from the Los Angeles Law Library presented Inglewood Public Library librarians with an introduction to their services. Librarians learned about the Law

Library's e-Sources, public access to computers, library policies, their library partnerships, and branch collections maintained at various courthouses throughout the Los Angeles area.

They also spoke about beginning a partnership with the Inglewood Public Library. L.A. Law Library offered to conduct workshops for the public on various topics, such as "How to Find a Lawyer." IPL will provide space and help with recruitment for their workshops. The L.A. Law Library also hoped IPL was interested in collaborating with them and hosting various in-service training programs for librarians throughout Southern California in the Gladys Waddingham Lecture Hall.

Kenneth Jordan wanted to know when the information will get out to the public. Frances Tracht informed him as soon the program starts at the Library, we will work with the Court system, and the public will be notified.

Peter Holman wanted to know if all the Board members attended the mandatory AB 1234 Ethics Training on Thursday, June 28 from 6:30 p.m. to 8:30 p.m. in City Hall Community Room A. Board members informed Mr. Holman that they have attended the meeting.

Frances Tracht informed Board members that she attended 2012 American Library Association meeting held at the Anaheim Convention Center, June 22-26. Kenneth Jordan wanted to know did she enjoy the Conference. France Tracht told him by going to the conference she was able to talk to some of the vendors on Library systems, security service, etc.

Frances Tracht informed Board members that the Library will purchase a self check machine for patrons to check their materials out themselves. Richard Cavalier wanted to know does this machine include a security system. Ms. Tracht told him this does not include a security system.

Peter Holman wanted to know has the summer lunch program been a success at the Library. Frances Tracht informed him when the program started there were 30 lunches ordered, second month 80 lunches ordered, and third month 60 lunches ordered. Peter Holman wanted to know if the City would change their Homepage with a video for the public to see pictures of the Parks, Recreation and Library Services Summer Lunch Program.

Peter Holman wanted to know who is in charge of the Forum Bill Board. Frances Tracht will check with someone in City Hall to see whom she needs to talk to regarding the Forum Bill Board.

Richard Cavalier asked Board members if they have comments on the Library Board's By-Laws to submit new ones so they can discuss on the next scheduled appointed meeting.

Peter Holman moved to adjourn the meeting. Kenneth Jordan seconded, and the motion carried. The meeting was adjourned at 7:29 p.m.