

# MINUTES

## BOARD OF LIBRARY COMMISSIONERS CITY OF LOS ANGELES

**February 22, 2024**

A Regular Meeting of the Board of Library Commissioners was held at the Central Library starting at 11:03 a.m. on the above-written date.

**1. Roll Call:**

<b>Present:</b>	Vice President Commissioner Commissioner	<b>Linda Blank Kelly Besser Hiram Sims</b>
<b>Absent:</b>	President	<b>Valerie Lynne Shaw</b>

**Also present:** City Librarian John F. Szabo, Assistant City Librarian Susan Broman; Deputy City Attorney Josh M. Templet; Administrative staff and members of the public.

**2. Opening Remarks:** None.

**3. Approval of the Minutes:**

Special Meeting - January 25, 2024: APPROVED

It was moved by Commissioner Besser and seconded by Commissioner Sims to approve the Minutes of the Special Meeting held January 25, 2024. The motion passed with 3 Ayes (Besser/Blank/Sims); Noes: 0. Absent: Shaw.

Regular Meeting - February 8, 2024: APPROVED

It was moved by Commissioner Sims and seconded by Commissioner Besser to approve the Minutes of the Regular Meetings held February 8, 2024. The motion passed with 3 Ayes (Besser/Blank/Sims); Noes: 0. Absent: Shaw.

**4. Public Comments on Matters  
Within the Board's Jurisdiction:** None.

**5. City Librarian's Comments  
and Announcements:** City Librarian John F. Szabo reported on past and upcoming events.

**6. City Librarian's Reports:****Consent Items**

It was moved by commissioner Besser and seconded by Commissioner Sims to approve the following resolution. The motion passed unanimously with 3 Ayes (Besser/Blank/Sims); Noes: 0. Absent: Shaw.

**a. Recommendation to approve transfer of funds from the Library Foundation of Los Angeles****LIBRARY RESOLUTION NO. 2024-4 (C-4)**

WHEREAS, The Muriel Pollia Foundation donated \$75,000 to maintain and develop the Asian Religion and Philosophy Collection of the Central Library. The Library Foundation will disburse \$3,000 from this fund; and

WHEREAS, Steven Spielberg gave a grant of \$100,000 through his Righteous Persons Foundation to maintain and develop the Judaism Collection of the Social Science, Philosophy and Religion Department of the Central Library. The emphasis is placed on the faith as expressed in its sacred works and works about them, the Jewish experience in America, and Judaism's interrelationships with other faiths. The Library Foundation will disburse \$4,000 from this fund; and

WHEREAS, These funds are managed by the Library Foundation of Los Angeles and are to be used in accordance with the guidelines specified by the Righteous Persons and the Muriel Pollia Foundations:

RESOLVED, That the Board of Library Commissioners approve the transfer of \$7,000 from the Library Foundation of Los Angeles (LFLA) to the Library Department for Fiscal Year 2023-24, to be deposited in Fund 300, Account 9010, Library Materials.

**Discussion Items****b. Award of contract to Golden Star Technology, Inc. to provide Main Uninterruptible Power Supply (UPS) for the Central Library's Computer Server Room**

City Librarian John F. Szabo recommended approval of the proposed contract with Golden Star Technology, Inc., to provide Main Uninterruptible Power Supply (UPS) for the Central Library's Computer Server Room. He stated that about 85% of this project will be funded by the E-Rate Federal Program.

It was moved by commissioner Besser and seconded by Commissioner Sims to approve the following resolution. The motion passed unanimously with 3 Ayes (Besser/Blank/Sims); Noes: 0. Absent: Shaw.

LIBRARY RESOLUTION NO. 2024-5 (C-5)

**WHEREAS**, on October 26, 2023, the Board of Library Commissioners (Board) approved the release of a Request for Proposals (RFP) to find a qualified and experienced entity to provide services for Project No. 2 - Main Uninterruptible Power Supply (UPS) for the Central Library's Computer Server Room. (Library Resolution No. 2023-41).

**WHEREAS**, the RFP was released on October 30, 2023, and a mandatory pre-proposal conference was held on November 15, 2023; and, on December 21, 2023, the Library received one proposal for this project.

**WHEREAS**, an evaluation panel of Library employees evaluated the proposal based on the criteria set forth in the RFP and ranked Golden Star Technology, Inc., as meeting the needs as described in the Scope of Work for Project No. 2 for the Library.

**WHEREAS**, on February 22, 2024, the Board found, in accordance with Charter Sections 371(e)(10) and 1022, and Los Angeles Administrative Code Section 10.15(a)(10), that the services to be provided are professional, expert, and technical services of a temporary and occasional nature, and that it is more feasible to have this work performed by an independent contractor than by City employees.

**WHEREAS**, on February 22, 2024, the Board approved the award of a contract to Golden Star Technology, Inc., for a term of three years.

**WHEREAS**, funds are available to compensate Golden Star Technology, Inc., for services in accordance with the Agreement:

**THEREFORE, BE IT RESOLVED**, that the Board adopts the recommendations and findings of the City Librarian's Board Report and approves the contract with Golden Star Technology, Inc., to provide Main Uninterruptible Power Supply (UPS) for the Central Library's Computer Server Room; and

**FURTHER RESOLVED**, that the Board authorizes the City Librarian and the City Attorney to make technical and clerical changes, if needed, to the contract; and

**FURTHER RESOLVED**, that the Board authorizes the Board President and the Board Secretary to execute the contract upon the completion of all required approvals.

**c. Award of contract to Aloha Island Cable, Inc. dba CableMasters to provide Network CAT6 Data Re-cabling Services for 31 Branch Libraries.**

City Librarian John F. Szabo recommended approval of the proposed contract with Aloha Island Cable, Inc. dba CableMasters to provide Network CAT6 Data Re-cabling for 31 Branch Libraries. He stated this project is being mostly funded through the E-Rate Federal Program.

It was moved by Commissioner Sims and seconded by Commissioner Besser to approve the following resolution. The motion passed unanimously with 3 Ayes (Besser/Blank/Sims); Noes: 0. Absent: Shaw.

LIBRARY RESOLUTION NO. 2024-6 (C-6)

**WHEREAS**, on October 26, 2023, the Board of Library Commissioners (Board) approved the release of a Request for Proposals (RFP) to find a qualified and experienced entity to provide services for Project No. 1 – Network CAT6 Data Re-cabling for 31 Branch Libraries. (Library Resolution No. 2023-41).

Library Resolution  
No. 2024-6 (C-6) Cont.

**WHEREAS**, the RFP was released on October 30, 2023, and a mandatory pre-proposal conference was held on November 15, 2023; and, on December 21, 2023, the Library received four proposals for this project.

**WHEREAS**, an evaluation panel of Library employees evaluated the proposals based on the criteria set forth in the RFP and determined Aloha Island Cable, Inc. dba CableMasters as best meeting the needs as described in the Scope of Work for Project No. 1 for the Library.

**WHEREAS**, on February 22, 2024, the Board found, in accordance with Charter Sections 371(e)(10) and 1022, and Los Angeles Administrative Code Section 10.15(a)(10), that the services to be provided are professional, expert, and technical services of a temporary and occasional nature, and that it is more feasible to have this work performed by an independent contractor than by City employees.

**WHEREAS**, on February 22, 2024, the Board approved the award of a contract to Aloha Island Cable Inc., dba CableMasters, for a term of three years.

**WHEREAS**, funds are available to compensate Aloha Island Cable Inc., dba CableMasters for services in accordance with the Agreement:

**THEREFORE, BE IT RESOLVED**, that the Board adopts the recommendations and findings of the City Librarian's Board Report and approves the contract with Aloha Island Cable, Inc. dba CableMasters to provide Network CAT6 Data Re-cabling for 31 Branch Libraries; and

**FURTHER RESOLVED**, that the Board authorizes the City Librarian and the City Attorney to make technical and clerical changes, if needed, to the contract; and

**FURTHER RESOLVED**, that the Board authorizes the Board President and the Board Secretary to execute the contract upon the completion of all required approvals.

**7. Staff Presentations:** Tech2Go Program

Jené D. Brown, Director of Emerging Technologies and Collections Division, introduced Edwin Rodarte, Senior Librarian, Emerging Technologies, who reported on the Tech2Go Initiative, a technology lending program that allows patrons to check out hotspot and chromebook bundles for six months. Mr. Rodarte stated that the Library would be relaunching this program to lend the hotspots and chromebooks separately, in addition to a smaller number of bundles.

**8. Commissioners' Comments and Announcements**

Vice President Linda Blank provided the following announcements:

- Commission Appointment Withdrawal - Lacy Wright  
The Board received a copy of a letter, dated February 12, 2024, from Mayor Karen Bass to the Los Angeles City Council regarding Ms. Lacy Wright's withdrawal from appointment to the Board of Library Commissioners.
- Status of new MOU with the Library Foundation of Los Angeles  
Vice President Blank made a motion to add a request for information on Memorandum of Understanding between the Los Angeles Public Library and the Library Foundation of Los Angeles to the next Board meeting agenda.
- Next Board Meeting Notice The next Regular Meeting of the Board is scheduled for Thursday, March 14, 2024, at 11:00 a.m., will be held at the Hyde Park-Miriam Matthews Branch Library, 2205 W. Florence Avenue, Los Angeles, CA 90043.

**9. Adjournment:** The meeting was adjourned at 12:01 p.m.

ATTEST:

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Linda Blank  
Vice President

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Raquel M. Borden  
Board Executive Assistant