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Direct questions or concerns to the Commission Liaison at (310) 618-5950, or individual department head prior to submission to the Commission. Parties will be notified if the complaint will be included on a subsequent agenda.

The Library Commission is an advisory body to the City Council that meets on the second Monday of each month at 6:00 p.m. in the West Annex Commission Meeting Room. All meetings are open to the public.

**TORRANCE LIBRARY COMMISSION AGENDA**  
**REVISED**  
**AUGUST 14, 2023**  
**REGULAR MEETING**  
**6:00 P.M. WEST ANNEX COMMISSION MEETING ROOM**  
**3031 TORRANCE BLVD., TORRANCE, CA 90503**

**THE LIBRARY COMMISSION MAY TAKE ACTION ON ANY ITEM LISTED ON THE AGENDA**

**1. CALL MEETING TO ORDER**

**ROLL CALL:** Commission Members Gunter, Leferve, Muo, Piotrowski, Reilly, Singh, Wang

**2. FLAG SALUTE:** Commissioner Gunter

**3. INSPIRATIONAL MESSAGE:** Commissioner Leferve

**4. REPORT OF THE STAFF ON THE POSTING OF THE AGENDA**

The agenda was posted on the Public Notice Board at 3031 Torrance Bl. and on the City's website on August 9, 2023.

**5. ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**

**6. ORAL COMMUNICATIONS (Limited up to a 15-minute period)**

*This portion of the meeting is reserved for public comment on items on the agenda or on topics of interest to the general public. Under the Ralph M. Brown Act, Commissioners cannot act on items raised during public comment but may respond briefly to statements made or questions posed; request clarification; or refer the item to staff. Speakers under this Public Comment period will have no longer than 1 minute per speaker.*

**7. CONSENT CALENDAR**

*Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed by a Commissioner from the Consent Calendar and considered separately.*

**7A. APPROVAL OF MINUTES**

Recommendation of the City Librarian that the Library Commission approve the Library Commission minutes of July 10, 2023.

**8. ADMINISTRATIVE MATTERS**

**8A. ACCEPT AND FILE: ACCEPTANCE OF CREDIT CARD PAYMENT SOLUTIONS AT TORRANCE PUBLIC LIBRARIES**

The City Librarian recommends the Library Commission accept and file the report outlining possible credit card payment solutions for the Torrance Public Library.

**8B. ACCEPT AND FILE: VERBAL STATUS UPDATE ON LIBRARY COMMISSION ANNUAL REPORT**

Recommendation of the City Librarian that the Library Commission accept the status report as presented by Commissioner Singh.

**8C. ACCEPT AND FILE: REPORT ON STATE OF CURRENT TORRANCE PUBLIC LIBRARY SOCIAL MEDIA PRESENCE AND POTENTIAL APPLICATIONS**

Recommendation of City Librarian that the Library Commission accept and file the report outlining the current status of the library's social media presence and future opportunities.

**8D. DISCUSS AND DEVELOP: LIBRARY COMMISSION WORKPLAN**

Recommendation of the City Librarian that the Library Commission discuss and develop a preliminary workplan for fiscal year 2023-2024.

**8E. CITY LIBRARIAN'S MONTHLY DIVISION REPORT**

Recommendation of the City Librarian that the Library Commission accept and file the City Librarian's Monthly Division Report.

**9. COMMISSION ORAL COMMUNICATIONS**

Commissioner Order - Gunter, Leferve, Muo, Piotrowski, Reilly, Singh, Wang

**10. ITEMS FOR FUTURE LIBRARY COMMISSION MEETINGS**

**11. ADJOURNMENT**

**11A.** Adjournment of Library Commission Meeting to MONDAY, September 11, 2023, at 6:00 p.m., at the WEST ANNEX, COMMISSION MEETING ROOM, 3031, TORRANCE BLVD., TORRANCE, CA 90503.