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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

SEPTEMBER 11, 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 Leferve, Muo, Piotrowski, Reilly, Singh, Wang

2. FLAG SALUTE: Commissioner Leferve

3. INSPIRATIONAL MESSAGE: Commissioner Muo

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 September 6, 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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS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 August 14, 2023.

8. ADMINISTRATIVE MATTERS

8A. ACCEPT AND FILE: STATUS UPDATE ON LIBRARY COMMISSION ANNUAL REPORT

Recommendation of the City Librarian that the Library Commission accept and file the draft annual report as presented by Commissioner Singh.

8B. ACCEPT AND FILE: UPDATE ON THE CONCLUSION OF THE SUMMER READING PROGRAM

Recommendation of the City Librarian that the Library Commission accept and file the update on the conclusion of the Summer Reading Program.

8C. 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.

8D. ACCEPT AND FILE: NATIONAL LIBRARY CARD SIGN UP MONTH CAMPAIGN

The City Librarian recommends the Library Commission accept and file the report describing the Torrance Public Library's September National Library Card sign up month campaign.

8E. ACCEPT AND FILE: UPDATE ON THE ACCEPTANCE OF CREDIT CARD PAYMENT SOLUTIONS AT TORRANCE PUBLIC LIBRARIES

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

8F. 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 - Leferve, Muo, Piotrowski, Reilly, Singh, Wang

10. ITEMS FOR FUTURE LIBRARY COMMISSION MEETINGS

11. ADJOURNMENT

11A. Adjournment of Library Commission Meeting to MONDAY, OCTOBER 9, 2023, at 6:00 p.m., at the WEST ANNEX, COMMISSION MEETING ROOM, 3031, TORRANCE BLVD., TORRANCE, CA 90503.