



**CITY OF SOUTH PASADENA  
LIBRARY BOARD OF TRUSTEES**

**MINUTES  
REGULAR MEETING  
THURSDAY, FEBRUARY 8, 2024, AT 7:00 P.M.**

**CALL TO ORDER:**

The Meeting of the South Pasadena Library Board of Trustees was called to order by Vice President Bianca Richards on Thursday, February 8, 2024, at 7:00 P.M. in the Library Conference Room, 1100 Oxley Street, South Pasadena, California.

**ROLL CALL:**

**PRESENT**

Vice President	Bianca Richards
Secretary	Annie Chang Long
Trustee	Kenneth Gross
Trustee	Edward Pearson
Trustee	Minsun Meeker

**ABSENT**

Council Liaison    Jon Primuth

Sean Faye, Library Administrative Secretary, announced a quorum.

**CITY STAFF PRESENT:**

Cathy Billings, Library Director; Sean Faye, Library Administrative Secretary; were present at Roll Call. The Friends of the Library Board representative presented reports or responded to questions as indicated in the minutes.

**PUBLIC COMMENT**

**1. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)**

In Person Comments:

None.

**PRESENTATIONS**

**2. NEW STAFF INTRODUCTION – BRE TAYLOR**

Cathy Billings, Library Director, introduced new Children's Librarian, Bre Taylor.

[Children's Librarian Bre Taylor left the Library Board of Trustees meeting at 7:04 p.m.]

### **3. NEW TRUSTEE ANNOUNCEMENT**

Library Director Billings introduced new Library Board Trustee, Minsun Meeker.

<b>ACTION/DISCUSSION</b>
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### **4. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA**

None.

### **5. NOMINATING COMMITTEE PRESENTATION OF NOMINEES FOR OFFICES IN 2024**

### **6. ELECTION OF 2024 OFFICERS**

#### Recommendation

It is recommended that the Board approve the slate of officers for 2024 as presented by the Nominating Committee.

#### **COMMISSION ACTION AND MOTION**

**A motion was made by Trustee Pearson, seconded by Secretary Long, and approved by roll call vote to approve the slate of officers as presented by the Nominating Committee in Item No. 5, as follows – President – Annie Chang Long; Vice President – Kenneth Gross; Secretary – Edward Pearson. The motion carried 4-0-1 by the following vote:**

**AYES:** Gross, Long, Pearson, Richards  
**NOES:** None.  
**ABSENT:** None.  
**ABSTAINED:** Meeker.

### **7. APPPOINT A TRUSTEE AS LIAISON TO THE FRIENDS OF THE LIBRARY BOARD FOR 2024**

#### **COMMISSION ACTION AND MOTION**

**A motion was made by Trustee Richards, seconded by Vice President Gross, and approved by roll call vote for Trustee Richards to continue as the Trustee Liaison to the Friends. The motion carried 5-0 by the following vote:**

**AYES:** Gross, Long, Meeker, Pearson, Richards  
**NOES:** None.  
**ABSENT:** None.  
**ABSTAINED:** None.

### **8. APPROVAL OF MINUTES OF JANUARY 11, 2024 LIBRARY BOARD OF TRUSTEES MEETING**

Recommendation

It is recommended that the Board review and consider approval of the January 11, 2024, Meeting Minutes.

**COMMISSION ACTION AND MOTION**

A motion was made by Vice President Gross, seconded by Secretary Pearson, and approved by roll call vote to approve Item No. 8 as presented by staff. The motion carried 4-0-1 by the following vote:

**AYES:** Gross, Long, Pearson, Richards

**NOES:** None.

**ABSENT:** None.

**ABSTAINED:** Meeker.

**9. VOLUNTEER RECOGNITION EVENT****10. NEW LIBRARY APP DEVELOPMENT STATUS UPDATE****11. COMPREHENSIVE SITE PLANNING PROJECT UPDATE****12. LIBRARY OPERATIONS UPDATE****COMMUNICATIONS****13. BOARD PRESIDENT COMMUNICATIONS**

Library Board President Long loved the Seed Library launch and found it fun and creative. She is looking forward to seeing how the Board can be involved in the Comprehensive Site Planning project. She welcomed new Trustee Minsun Meeker.

**14. BOARD MEMBER COMMUNICATIONS**

Vice President Gross welcomed Trustee Minsun Meeker to the Board. He is excited for the discussions about a new library building and the Comprehensive Site Planning project.

Trustee Richards is looking forward to working with the new officers on both the Friends Board and the Library Board.

Secretary Pearson said Benjamin Franklin loaned his telescope to a library for people to stargaze during the 1750s. It was a forerunner of "The Library of Things" program that is offered by many libraries.

Trustee Meeker appreciated the warm welcome. She was excited to hear about the great work being done and is looking forward to learning more about it.

**15. COUNCIL LIAISON COMMUNICATIONS**

None.

**16. FRIENDS OF THE LIBRARY REPRESENTATIVE COMMUNICATIONS**

Newly-appointed Friends Board President Kevin O’Neill introduced himself to the Library Board. He is a second-generation resident of South Pasadena. He joined the Friends last year and is excited to be here and see how things operate.

**17. TRUSTEE LIAISON TO THE FRIENDS COMMUNICATIONS**

None.

**18. LIBRARY DIRECTOR COMMUNICATIONS**

None.

**PUBLIC COMMENT - CONTINUED**

**19. CONTINUED PUBLIC COMMENT - GENERAL**

None.

**ADJOURNMENT**

There being no further matters, President Annie Chang Long adjourned the meeting of the Library Board of Trustees at 8:04 P.M. to the next Regular Library Board of Trustees meeting scheduled for March 14, 2024.

Respectfully submitted:

DocuSigned by:  
*Sean Faye*

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Sean Faye  
Staff Liaison, Library Administrative Secretary

APPROVED:

DocuSigned by:  
*Annie Chang Long*

8C0E1D5846EF459...  
Annie Chang Long  
President

ATTEST:

DocuSigned by:  
*Sean Faye*

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Sean Faye  
Staff Liaison, Library Administrative Secretary

*Approved at Commission Meeting: March 14, 2024*