Honorables Mayor and Members  
of the City Council  
City Hall  
Torrance, California  

Members of the Council:

**SUBJECT:** Community Services – Approve the Library Commission  
convening five regularly scheduled meetings in 2016 at the  
branch libraries.

**RECOMMENDATION**
Recommendation of the Community Services Director that the City Council approve of  
the Library Commission convening five regularly scheduled meetings in 2016 at the  
branch libraries rather than at the Katy Geissert Civic Center Library.

**Funding**  
Not Applicable.

**BACKGROUND/ANALYSIS**
At their January 11, 2016 meeting the Library Commission approved five meetings to be  
held at branch libraries.

March 14, 2016 – Walteria Library  
April 11, 2016 – Henderson Library  
May 9, 2016 – El Retiro Library  
June 13, 2016 – North Torrance Library  
July 11, 2016 – Southeast Library

Meeting at the branch library allows the Commission to hear about changes at each  
branch directly from the branch librarians, and to learn about each neighborhood. The  
Senior Librarian or branch manager and the Youth Services Librarian both make  
presentations to the Commission, and often show new materials, services, or programs.  
The Commission gets a chance to see the branch libraries in action, serving the public,  
and more of the staff gets to meet and interact with the Library Commission.

All dates are on the second Monday of the month, at the regularly scheduled start time  
of 7:00 p.m. Branch libraries regularly remain open until 8:00 p.m. so members of the  
public can be in attendance at these meetings. Public input is welcomed, and  
encouraged through publicity to users of each local library. Agendas are sent to each  
branch, and the Library invites local homeowners associations and other groups to use
this chance to meet the Library Commission, and provide input on their local branch library.

Council permission is requested for these meetings so that the Commission does not have to begin regularly scheduled meetings at Civic Center, then adjourn to a branch.

Respectfully submitted,

JOHN JONES
COMMUNITY SERVICES DIRECTOR

By
Hillary Thayer
City Librarian

CONCUR:

John Jones
Community Services Director

LeRoy J. Jackson
City Manager