

# UNOFFICIAL UNTIL APPROVED

**MINUTES OF THE REGULAR MEETING OF  
THE LIBRARY COMMISSION  
HELD ON MONDAY, JANUARY 22, 2018, AT 6:00 P.M.  
COUNCIL CHAMBERS  
5655 JILLSON STREET, COMMERCE, CALIFORNIA**

**CALL TO ORDER**

Commissioner Lupercio called the meeting to order at 6:12 p.m.

**PLEDGE OF  
ALLEGIANCE**

Commissioner Marquez Cooper led those present in the Pledge of Allegiance.

**INVOCATION**

Commissioner Ureña gave the invocation.

**ROLL CALL**

PRESENT: Commissioners: Antonia Lupercio, Olga Ureña, Carmen Marquez-Cooper, Alejandro Mendoza, Connie Arteaga

ABSENT: None.

**STAFF**

PRESENT: Library Director Beatriz Sarmiento and  
Administrative Assistant Garcia

**PUBLIC COMMENT**

None.

**SCHEDULED MATTERS**

**APPROVAL OF  
MINUTES**

Commissioner Marquez Cooper moved and Commissioner Ureña seconded to approve the minutes of the regularly scheduled meeting of November 27, 2017. The motion was approved by the following vote:

AYES: Ureña, Lupercio, Arteaga, Marquez Cooper, Mendoza.

NOES: None

ABSTAIN: None.

ABSENT: None.

**Library goals for 2018**

Ms. Beatriz Sarmiento reported on this item:

The Commission received a handout with the library division's goals for 2018. Each division was asked to come up with three goals: Customer services, improve colleague experience, and a division goal.

Ms. Sarmiento shared Library Administrations goals:

Division Goal: Provide a New Employee Orientation quarterly or as needed.

Improve Colleague Experience: Begin monthly Team Meeting with TED Talk or video pertaining to library services.

Other library goals include starting a digitizing local history program, and CPR

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training for Library staff.

Ms. Sarmiento asked the Commission to receive and file the Commerce Library Goals for 2018.

## **REPORT FROM LIBRARY ADMINISTRATION**

### **LIBRARY PROGRAMS**

The Commission received information on the following programs:

- January/February brochure of library programs will replace most flyers.
- Essay/Bookmark contest
- CDC Grant-Seinfeld Program on February 9, 2018
- Friday will be the City Employee service awards.

## **COMMISSION REPORTS**

### **COMMISSIONER UREÑA**

Nothing to report.

### **COMMISSIONER ARTEAGA**

Asked if staff look into the feasibility of having video and photo editing software at the library. She suggested having one computer at each library with the software for patrons to use.

### **COMMISSIONER MENDOZA**

Nothing to report.

### **COMMISSIONER MARQUEZ COOPER**

Inquired about the library's Read Across America program.

### **COMMISSIONER LUPERCIO**

Informed the commission that she attended the Hecho a Mano program at Bandini Library. She complimented the staff for being very helpful and reported that other patrons really enjoy the program too.

## **ADJOURNMENT**

A motion was passed to adjourn the meeting at 6:33 p.m. to Monday, February 26, 2018 at 6:00 p.m., in the Council Chambers.