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Any correspondence received after 2:00 p.m. on MONDAY on any item on the agenda will be provided to the Commission electronically and available for public inspection in the City Clerk's Office. A copy of the correspondence will be available for public inspection in a binder at the back of the Council Chamber or Commission Meeting room.

**TORRANCE LIBRARY COMMISSION AGENDA  
MONDAY, JANUARY 13, 2025  
REGULAR MEETING  
6:00 P.M. SOUTHEAST BRANCH LIBRARY  
23115 ARLINGTON AVE, TORRANCE, CA 90501**

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

**1. CALL MEETING TO ORDER**

**ROLL CALL:** Commission members: Chatterjee, Lefevre, Piotrowski, Singh, Wang, and Reilly.

**2. FLAG SALUTE:** Commissioner Reilly

**3. INSPIRATIONAL MESSAGE:** Commissioner Singh

**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 Thursday, January 9, 2025.

**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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**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 comment on items on the Consent Calendar or not on the agenda. Under the Ralph M. Brown Act, the Commission 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. **No longer than 1 minute per speaker.** If presenting handout material to Commission, please provide 10 copies to staff before speaking.*

**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. Approve Commission Minutes: September 9, 2024.**

**8. ADMINISTRATIVE MATTERS**

**8A. UPDATE AND OVERVIEW OF THE SOUTHEAST BRANCH LIBRARY**

Recommendation of the City Librarian that the Library Commission accept and file the update and overview of the Southeast Branch Library.

**8B. UPDATE ON EL RETIRO BRANCH LIBRARY AND EXTENDED ACCESS PROGRAM**

Recommendation of the City Librarian that the Library Commission accept and file the update on the El Retiro Branch Library and the Extended Access program.

**8C. STATUS UPDATE ON THE TORRANCE LITTLE FREE LIBRARY PROJECT**

Recommendation of the City Librarian that the Library Commission accept and file the report on the status of the Torrance Little Free Library Project.

**8D. REPORT ON THE FRIENDS OF THE TORRANCE LIBRARY AND TORRANCE PUBLIC LIBRARY FOUNDATION**

Recommendation of the City Librarian that the Library Commission accept and file the report regarding the Friends of the Torrance Library and the Torrance Public Library Foundation.

**8E. REPORT ON STAFF ATTENDANCE AT THE CALIFORNIA LIBRARY ASSOCIATION CONFERENCE**

Recommendation of the City Librarian that the Library Commission accept and file the City Librarian's report on staff attendance at the California Library Association Conference.

**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**

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

**11. ADJOURNMENT**

**11A.** Adjournment of Torrance Library Commission Meeting to Monday, February 10, 2025, at 6:00 p.m. in the Henderson Branch Library, 4805 Emerald Street, Torrance, CA 90503.



**MINUTES OF A REGULAR MEETING OF THE  
TORRANCE LIBRARY COMMISSION**

**1. CALL MEETING TO ORDER**

The Torrance Library Commission convened in a regular session at 6:00 p.m. on Monday, September 9, 2024, in the West Annex Meeting Room.

**ROLL CALL**

Present: Commissioners Chatterjee, Lefevre, Piotrowski, Singh, and Chair Reilly.

Absent: Commissioner Wang.

Also Present: City Librarian Heather Cousin, Assistant City Librarian Cynthia Aguado, and Management Aide II Jaiden Villanueva.

**MOTION:** Commissioner Piotrowski moved to excuse the absence of Commissioner Wang. Commissioner Singh seconded the motion; a roll call vote reflected 5-0 approval (Commissioner Wang absent).

**2. FLAG SALUTE**

Commissioner Lefevre led the Pledge of Allegiance.

**3. INSPIRATIONAL MESSAGE**

Commissioner Piotrowski shared an inspirational message.

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

City Librarian Cousin reported that the agenda was posted on the Public Notice Board at 3031 Torrance Boulevard and on the City's Website Thursday, September 5, 2024.

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

City Librarian Cousin announced that September is National Library Card Signup Month, introduced new staff member, Management Aide II Jaiden Villanueva, and announced the El Retiro Extended Access Program that will kick off Saturday, September 28, 2024.

**6. ORAL COMMUNICATIONS**

Members of the Youth Council spoke.

**7. CONSENT CALENDAR**

**7A. APPROVAL OF MINUTES: AUGUST 12, 2024**

**MOTION:** Commissioner Lefevre moved to approve the August 12, 2024 minutes as amended. Commissioner Piotrowski seconded the motion; a roll call vote reflected 5-0 approval (Commissioner Wang absent).

**8. ADMINISTRATIVE MATTERS**

**8A. REPORT ON THE STATUS OF ASSEMBLY BILL 1825: THE CALIFORNIA FREEDOM TO READ ACT**

City Librarian Cousin presented Item 8A.

City Librarian Cousin stated that Assemblymember Al Muratsuchi put forth Assembly Bill 1825 which has now passed both the Assembly and the State Senate. The bill was not controversial as it made its way through both the Assembly and State Senate, but did receive a rejection from one city. The bill has moved forward and is awaiting the Governor's signature.

City Librarian Cousin stated that she and Community Services Director John La Rock met with Assemblymember Muratsuchi to speak on various aspects of the bill, bringing up concerns regarding the bill's provisions.

Members of the Commission spoke.

No members of the public spoke.

**MOTION:** Commissioner Singh moved to accept and file Item 8A, a Report on the Status of Assembly Bill 1825: The California Freedom to Read Act. Commissioner Chatterjee seconded the motion; a roll call vote reflected 5-0 approval (Commissioner Wang absent).

**8B. REPORT ON THE 2024 SUMMER READING PROGRAM**

City Librarian Cousin presented Item 8B.

City Librarian Cousin stated that the 2024 Summer Reading Program was successful with (213) programs, an increase compared with 2023. There was an increase in story times with upwards of (90) individuals in attendance.

City Librarian Cousin stated that there was a great response to the Summer Reading Program surveys and noted that although participant registration was down compared with 2023 (down by 100 individuals), program completion was up. Per the survey, 96% of participants stated that they will participate in the 2025 Summer Reading Program.

Management Aide II Villanueva discussed the process of gathering survey statistics.

Members of the Commission spoke.

No members of the public spoke.

**MOTION:** Commissioner Singh moved to accept and file Item 8B, Report on the 2024 Summer Reading Program. Commissioner Lefevre seconded the motion; a roll call vote reflected 5-0 approval (Commissioner Wang absent).

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

City Librarian Cousin presented Item 8C.

- The Katy Geissert Senior Librarian position was posted. Staff is working with HR in preparation of an Administrative Assistant position posting.
- Library staff have been proactive in attending City of Torrance events for community outreach.
- The report was referenced regarding Senior Librarian statements on their respective branches.

Members of the Commission spoke.

No members of the public spoke.

**MOTION:** Commissioner Piotrowski moved to accept and file Item 8C. Commissioner Chatterjee seconded the motion; a roll call vote reflected 5-0 approval (Commissioner Wang absent).

**9. COMMISSION ORAL COMMUNICATIONS**

Commissioner Lefevre and Chair Reilly spoke.

Commissioner Singh stated that she attended online workshops provided by Los Angeles County Library and inquired if the City plans to have workshops in the future. City Librarian Cousin replied that the City has a variety of online workshops and programs and could provide information.

**10. ITEMS FOR NEXT LIBRARY COMMISSION MEETING**

- Little Torrance Libraries update.
- City Librarian's Monthly Division Report.

Chair Reilly volunteered to do the flag salute.

Commissioner Singh volunteered to do the inspirational message.

**11. ADJOURNMENT**

**MOTION:** At 6:58 p.m., Commissioner Lefevre moved to adjourn the meeting to Monday, October 14, 2024, at 6:00 p.m. at the West Annex Commission Meeting Room pending City Council's decision. Commissioner Piotrowski seconded the motion; a roll call vote reflected 5-0 approval (Commissioner Wang absent).

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**TO: LIBRARY COMMISSION**

**FROM: HEATHER COUSIN, CITY LIBRARIAN**

**SUBJECT: UPDATE AND OVERVIEW OF THE SOUTHEAST BRANCH LIBRARY**

**RECOMMENDATION**

Recommendation of the City Librarian that the Library Commission accept and file the update and overview of the Southeast Branch Library.

**BACKGROUND/ANALYSIS**

Southeast Branch Library is an active location and beloved by residents. The second largest location in the Torrance system, the team provides a variety of creative programming, diverse collections, and community centered customer service.

Surrounded by multiple apartment communities, schools, and walkable neighborhoods, Southeast is one of the busier branches throughout the day. There are multiple story time and early literacy activities, including our Sensory Storytime for families with children who are neurodivergent. Afterschool is particularly busy as students from Hull Middle School flock to the Library to study, meet friends, and take part in the many programs focused on middle school and teen participants.

Adults have a lot to see and do at Southeast, as well. In addition to a phenomenal collection, there is an evening book club for working adults, music concerts featuring an eclectic mix of jazz, contemporary, and punk, and a documentary series not offered anywhere else in the South Bay.

The Branch has and continues to undergo a mini remodel with the support of the City's General Service's and Park's teams. Recent renovations include a new street sign, updated landscaping, and new window treatments replacing the anti-graffiti film and window tinting.

Southeast anticipates an exciting 2025, beginning with a community sourced mosaic for the exterior of the building. The team is also looking forward to offering new collaborations with the Torrance Theater Company, the Shakespeare Center of Los Angeles, Pacific Opera Project, South Bay Guitar Academy, Dublab, and the All of Us initiative of the National Institutes of Health, among others.

Staff are available for questions.

Respectfully submitted,



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Heather Cousin  
City Librarian

**TO: LIBRARY COMMISSION**

**FROM: HEATHER COUSIN, CITY LIBRARIAN**

**SUBJECT: UPDATE ON EL RETIRO BRANCH LIBRARY AND EXTENDED ACCESS PROGRAM**

**RECOMMENDATION**

Recommendation of the City Librarian that the Library Commission accept and file staff's report on the El Retiro Branch Library and Extended Access Program.

**BACKGROUND/ANALYSIS**

Since the reopening of the El Retiro Branch Library following the building's closure for the COVID pandemic in 2020 and the plumbing failure in 2021, the Torrance Public Library's smallest location has been popular for its revitalized décor, fun programming, and as a space to experiment with new services. Such is the case with Extended Access.

With a grant from the California State Library in 2021, El Retiro Branch Library was on track to become the first library in the South Bay to employ the widely used Open+ system marketed by Bibliotheca. The system allows the public to use the library while unstaffed ensuring security using remote door locks, cameras, and alarms. The cameras are connected to the Torrance Police Department's Real Time Response Center.

While installing some of the newest technology in one of the City's oldest buildings proved a difficult task, thanks to staff diligence and the cooperation of several departments, El Retiro went live with Extended Access in February of 2024. Since opening this new service, 158 cardholders have signed up for the program and have accessed the building 149 times during Extended Access hours.

In September, El Retiro hosted an Extended Access Open House to give the community a chance to ask questions, see, and sign up for the program. To add excitement to the event, the Friends sponsored a performance by magician, John Abrams. Adding to the theme of access, Alexis Choi and Kaelyn Kang, founders of the Little Torrance Library project were also on hand to talk about their project and distribute information.

Staff are available for questions.

Respectfully submitted,



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Heather Cousin  
City Librarian

**TO: LIBRARY COMMISSION**

**FROM: HEATHER COUSIN, CITY LIBRARIAN**

**SUBJECT: STATUS UPDATE ON THE TORRANCE LITTLE FREE LIBRARY PROJECT**

**RECOMMENDATION**

Recommendation of the City Librarian that the Library Commission accept and file staff's report on the status of the Torrance Little Free Library project.

**BACKGROUND/ANALYSIS**

In December 2023, South High School students, Alexis Choi and Kaelyn Kang made a proposal to the Library Commission regarding their "My Little Library" project to earn the California State Seal of Civic Engagement. Since that time, the proposal has evolved into a City-wide project. The project has since been renamed the Torrance Little Free Library project.

To date, with the help of the City's Parks Division, nine Torrance Little Free Libraries were installed at the following parks. Beside the park name is the name of the character depicted on the library:

Columbia Park – Curious George  
Delthorne Park – Mouse from *If You Give a Mouse a Cookie*  
De Portola Park – Rainbow Fish  
El Nido Park – The Very Hungry Caterpillar  
Lago Seco Park -- Dog Man  
Los Arboles (Rocketship) Park – Gerald and Piggie  
Pueblo Park – replacement of existing library  
Torrance Park – The Giving Tree  
Wilson Park -- Winnie the Pooh

Ms. Choi and Ms. Kang have worked to secure long-term stewards for each location. Some will be overseen by area homeowner's associations while others will be managed by civic clubs at South High School

In September, Ms. Choi, Ms. Kang, Lowell Hardison, who also supports a Little Free Library in Sur La Brea Park, and staff met with Sunni Won, leader of the effort to revitalize the Torrance Public Library Foundation (Foundation). During the meeting several ideas were discussed about how the Foundation might provide financial support for the ongoing maintenance and expansion of the Torrance Little Free Library program. With 38 parks throughout the City, one idea that was discussed was a possible challenge to other Torrance high school students to create similar Torrance Little Free Libraries in other City parks.



*Delthorne Park library*



*Parks Team installing Winnie the Pooh themed Library in Wilson Park*



*Winnie the Pooh library*

Staff are available for questions.

Respectfully submitted,

*Heather Cousin*

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Heather Cousin  
City Librarian

ATTACHMENT 8A: Supplemental Materials

# Torrance Little Free Libraries



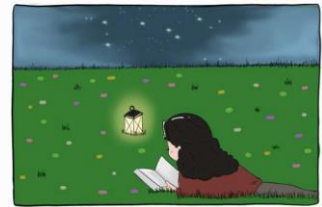
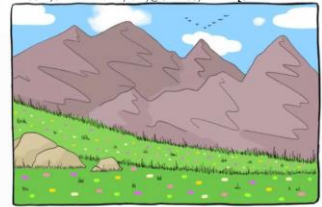
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ALEXIS CHOI | KAELYN KANG | SOUTH HIGH WOODSHOP | SOUTH HIGH ART CLASSES

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Torrance Pocket Libraries



8B





Los Arboles



Torrance



Lago Seco



De Portola



Wilson

Columbia

Delthorne

El Nido

Pueblo







**TO: LIBRARY COMMISSION**

**FROM: HEATHER COUSIN, CITY LIBRARIAN**

**SUBJECT: REPORT ON THE FRIENDS OF THE TORRANCE LIBRARY AND THE TORRANCE PUBLIC LIBRARY FOUNDATION**

**RECOMMENDATION**

Recommendation of the City Librarian that the Library Commission accept and file the report regarding the Friends of the Torrance Library and the Torrance Public Library Foundation.

**BACKGROUND/ANALYSIS**

Earlier this year, the Library Commission requested periodic updates on the operational status of the Friends of the Torrance Library (“Friends”) and the Torrance Public Library Foundation (“Foundation”). While both the Friends and Foundation have a long history and consistent, ongoing relationship of supporting the City of Torrance and its Library, the Foundation has recently rebounded from near dissolution to active status.

Friends

Since the previous Friends update, the organization has held multiple quarterly book sales and with the help of Library staff, increased their sales footprint at the Katy Geissert Civic Center Library. While interest in the sales is high and donations continue to be brisk, revenue from the sales are inconsistent. In contrast, interest bearing accounts that the organization holds continue to return modest dividends leaving the organization more than \$200,000 working capital annually.

Due to the Friend’s concerns about their long-term viability, recent funding requests made by Library staff have been reduced. The Friends have underfunded the last three requests for the 2023 annual programming and outreach, Summer Reading, and 2024 annual programming and outreach budgets, resulting in staff reducing programming, outreach, and incentives.

To assist with their fundraising concerns, Library staff have met with the Board and offered suggestions for potential alternative revenue sources, volunteer recruitment, and outreach efforts. Except for additional furniture purchases for the Katy Geissert sales area, these strategies have not yet been implemented.

Foundation

Going dormant during COVID, the Foundation was all but gone, however, individuals continued to make donations to the organization, including sizeable bequests. Two remaining Board members served as caretakers of the organization and continued to offer support to the Library. The Foundation even made a sizeable donation to the refurbishment of the El Retiro Library., However, to be effective, it would be necessary to recruit a new Board if the organization was to survive.

In 2024, Sunni Won, a student from USC’s Public Administration program, was part of a team that produced their graduate Capstone Project focused on finding a meaningful survey instrument for the Library’s next strategic plan. Resulting from this experience Ms. Won became interested in exploring the Foundation’s Board development.

With a background in nonprofit management and board development, she worked with Library staff, assembling a board who held their first meeting in December. While still very new, the Board of six aim to establish a set of goals, develop a memorandum of understanding with the City, and work with the remaining two members of the previous board to ensure a smooth transition of all financial and legal documentation.

Staff are available for questions.

Respectfully submitted,

A handwritten signature in blue ink that reads "Heather Cousin". The signature is written in a cursive style and is positioned above a horizontal line.

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Heather Cousin  
City Librarian

**TO: LIBRARY COMMISSION**

**FROM: HEATHER COUSIN, CITY LIBRARIAN**

**SUBJECT: REPORT ON STAFF ATTENDANCE AT THE CALIFORNIA LIBRARY ASSOCIATION CONFERENCE**

**RECOMMENDATION**

Recommendation of the City Librarian that the Library Commission accept and file staff's report on staff's attendance at the 2024 California Library Association Conference.

**BACKGROUND/ANALYSIS**

The Torrance Public Library was well represented at this year's California Library Association Conference held in Pasadena in October. Both Librarian, Judy Neeb and Senior Library Technician, Hailey Giczy attended. Hailey won a scholarship from the organization earlier in the year.

Both Ms. Neeb and Ms. Giczy attended an incredible array of programs ranging from creating new programs in multiple languages to how to care for oneself in field that demands personal investment. Ms. Neeb also completed her participation on the John and Patricia Beatty Awards Committee. The Committee works to recognize authors and illustrators of distinguished books for children and young adults promoting an awareness of California. Following her attendance at the conference, Ms. Neeb presented about her experiences and those at the American Library Association conference earlier this year at the November All Staff meeting.

Other programs offered during the Public Library Director's Forum preconference staff will continue to monitor dealt with subjects such as the new California Freedom to Read Law, Senate Bill 1383 requiring libraries to determine the origins of all paper goods that the library receives, and Senate Bill 321 the goal of which is to put public library cards in the hand of every K-12 student in California.

Staff are available for questions.

Respectfully submitted,



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Heather Cousin  
City Librarian

**TO: LIBRARY COMMISSION**  
**FROM: HEATHER COUSIN, CITY LIBRARIAN**  
**SUBJECT: CITY LIBRARIAN'S MONTHLY DIVISION REPORT**

**Staffing and Administration**

In October, staff launched a recruitment for Library Technicians based at the Southeast Branch Library. Interviews were held and it is anticipated the successful candidates will begin sometime later this year.

In November, before the Senior Librarian recruitment was relaunched, Library Administrators worked with Human Resources staff to develop library specific training on application and interviewing techniques for staff. With the reopening of the position, anyone, including those who previously applied when it was a promotional opportunity, may apply.

Also in November, the Library said farewell to Management Aide, Jaiden Villanueva, who accepted a position with the Office of Equity and Inclusion at California State University, Dominguez Hills. While with the City, Jaiden assisted in organizing the Library's social media campaigns, posting the monthly calendar, organizing the Departmental holiday party, staff appreciation lunch, and other special events. Staff are currently recruiting for another Management Aide.

Part-time Librarian, Lynna Moy, who was based at El Retiro Branch Library, accepted a position with the Los Angeles County Library in October. Lynna enjoyed working at El Retiro and was well liked by customers for her creative programming.

In December, long-time library staff member and Henderson Senior Librarian, Steve Frame retired. With the launch of the Senior Librarian recruitment, staff were able to add this position, and it is anticipated that both the Katy Geissert and Henderson vacancies will be able to be filled from the same list.

**Staff Celebrations**

In September, in recognition of everyone's hard work during the Summer Reading Program, Library Administration held a staff appreciation lunch at Wilson Park. The team was treated to lunches from Lisa's Bon Appetit, and everyone received a Torrance Public Library polo shirt.



*Library staff at the Staff Appreciation Lunch in Wilson Park*

At the November All Staff meeting several Team members were honored for their service to the City and their outstanding work. Those honored included Stephannie Jimenez and Romilda Ostoich, who assisted a Spanish speaking customer who needed help getting material off a CD ROM. The woman, a newer immigrant said that everywhere else she'd been had treated her coldly, but the library was the one place where she felt it was as warm as it was back home. For their efforts, both Ms. Jimenez and Ms. Ostoich received the City's SPOT award recognizing their efforts.

Assistant City Librarian, Cynthia Aguado, was also recognized with a Certificate of Excellence for her work on the Extended Access project. Ms. Aguado inherited this highly complex project involving working with multiple staff, vendors, departments, and establishing staff training protocols in addition to maintaining her regular responsibilities. Ms. Aguado strategically handled each task with thoughtfulness, tact, and an attention to customer service that continues to make the program successful.

Later this month, the Community Services Department will celebrate the holidays with it's annual Holiday Luncheon. This year, the Library team is in charge of the event choosing the theme, food, décor, and games.

### **Outreach**

In September, several staff members participated in Harbor Regional Center's Early Start Graduation event. The organization provides supportive services to families whose children have special needs. Celebrating the families and graduates, library staff were able to provide a wide range of materials regarding library services and programs.

Also in September, staff participated in the Torrance Refining Company's open house event. This was the first open house event since COVID and was very well attended. During the day long program, staff met with community members, representatives of the Torrance Unified School District, Switzer School and other organizations throughout the City.

In October, the team staffed a very popular table at the City's Employee Health and Benefits Fair. This annual event is sponsored by the City's Human Resources Department and gives staff the opportunity to find out about their benefits and other perks of being a City employee.

Staff also helped with the second Annual World-Famous Pie Contest at the Torrance Farmer's Market. This special program relies heavily on volunteer support and the Library team was very

happy to lend a hand to support another Community Services Department Division. Staff also had a booth at the very popular Halloween Movie in the Park and Downtown Scaredown.

In November, staff attended the City's Veteran's Appreciation Event and the Mary K. Giordano Transit Center Senior Fair.

### **El Retiro**

El Retiro Library had a fun and engaging September filled with exciting new programs and events! The new Toddler Scientists program has quickly become a favorite, sparking curiosity and joy among the youngest visitors.

The library also hosted an Extended Access event, to spotlight the new service. As part of the event, magician Jon Abrams performed, and Alexis Choi and Kaelyn Kang presented information on their Little Torrance Library program.

In November, El Retiro Library offered engaging programs for all ages. The Bark: Reading to Dogs program provided young readers a fun and supportive environment to improve their



*A participant in the El Retiro Branch Library Bark program.*

literacy skills by reading aloud to friendly therapy dogs. For adults, the Tech Hour continues to provide personalized assistance, helping customers navigate technology, from smartphones to computers.

The team hosted the monthly all-staff meeting demonstrating Extended Access services and showcasing the library's commitment to improved accessibility and community engagement.

In December, the El Retiro Library offered a selection of inclusive and festive events designed to bring the community together. On December 14, families with young children participated in "Sensory Storytime," a welcoming and sensory-friendly storytelling session tailored for neuro-differences or sensory challenges. This thoughtful program fostered an engaging and supportive environment for all attendees.

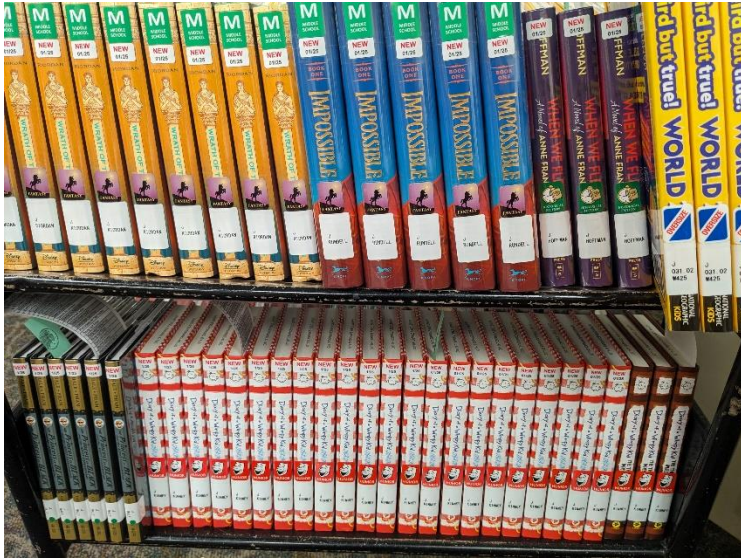
Later in the month, creativity took center stage during the "DIY Wooden Ornament Craft" event. Adult gathered to design and personalized their own wooden ornaments, adding a handcrafted and festive flair to their holiday celebrations. These programs showcased El Retiro Library's dedication to inclusivity, creativity, and community connection during the holiday season.

### **Henderson Branch Library**

In September Henderson's Youth Services Librarian, Lisa Gutierrez, attended Back to School Nights at Victory Elementary, Tower Elementary, and Bert M. Lynn Middle School. Because of these visits, staff saw an increase in library card sign-ups. The team also completed the large collection maintenance project in adult fiction and then worked through the adult non-fiction area.

October and November were busy months for the team, celebrating Halloween and Thanksgiving with the community. As usual there were several fun and unique programs to highlight the season. Visitors were treated to great programs for adults including the book club and several craft programs.





December was truly the month of gifts with over 2,600 new books arriving including those super popular titles by Rick Riordan and Jeff Kinney.

### Reference

With ongoing selection duties, the team is also ramping up school year programming including an increase in programming for families and toddlers. Thanks to a new partnership with Connections for Children, in October, Katy Geissert began offering a new storytime twice a month on Fridays. The organization approached staff during the Summer about partnering to reach underserved communities including those who speak languages other than English.

In November, the team received compliments for their fun bagpipe program. Weaving a global historical overview with samples of actual bagpipe sound, this unique program was just the kind of event not to be found anywhere else in the South Bay.

### **North Torrance Branch Library**

September's installment of the Mindful Moments brought families together to make a dream catcher. Children, parents, grandparents enjoyed a relaxing afternoon weaving together their own creations. The popular Chess Champions came back for the new school year. Thanks to a strong partnership with North High School there are enough coaches so that all attendees to have a chance to participate.

The Branch hosted its first Brain Games for Adults. With one participant revealing their own struggles with cognitive decline, staff quickly adapted the program to accommodate. As the team looks forward to offering this program in the future, they will look for additional programs specifically geared toward participants experiencing cognitive challenges.

Staff created a display for Banned Books Week, from September 22-28, inviting patrons to read why a book wrapped in brown paper had been banned, and then giving them the opportunity to



open the covering and reveal the books. Some customers were surprised to find many of their classic favorites had been banned. This gave the team the opportunity to explain the importance of allowing people the freedom to read.

October and November were busy at the North Torrance Branch Library as the team continued with the “collection correction”, ordering new materials, and a robust programming schedule. In October, the team was pleased to attend outreach opportunities at both El Camino College and North High School, meeting students, teachers, and many members of the community!

In November, the fast pace continued with unique programs like a Pokémon trading card event, mindful moments, and three class visits. Before she left, the team also spent time with Management Aide, Jaiden Villanueva, discussing their approach to outreach and learning about new strategies for social media.



*Participants in the Mindful Moments program.*

With the team’s focus on extended programming and social media pre- and post- activity, publicity enabled them to enhance their photography skills.



North Torrance also hosted a visit from a member of the Torrance Police Department’s K-9 Team.

### **Southeast Branch Library**

Southeast Library introduced new recurring programs for both youth and adults. Finger Gym features hands-on activities for pre-K youth to develop motor skills, while the first Masterpiece Monday program for adults paired the novel *Jane Eyre* with its 2011 film adaptation.

The library also screened the documentary, *How Sweet the Sound*, from the Artbound series, the first of three film screenings offered in partnership with PBS SoCal. On September 21st, Long Beach Symphony brought their Instrument Petting Zoo, giving kids a chance to touch and learn about the instruments of the orchestra.



December capped a busy year at Southeast Library. In addition to our regularly recurring programs, a large crowd attended the Supa Awesome Dog Man party, creating a craft on theme with the book popular series of children's books, and we presented two programs with new partners. With help from Bel Canto books, we welcomed young adult novelist Erika Lewis for a book talk, and we presented the first in a monthly series of Saturday programs with San Francisco Jazz, featuring performances from their live simulcast series SF Jazz at Home. The library also inaugurated the Teen Zone: Tabletop Games program, which has proved an instant hit with the crowd from nearby Hull Middle School.

### **Walteria Branch Library**

In November, Family Storytime drew families together for a lively session filled with stories, songs, and movement, creating an inviting environment for young children to develop early literacy skills. Adults also benefited from the library's offerings, particularly during Tech Hour.

Attendees brought their personal devices and received one-on-one guidance, enhancing their digital confidence and connection with library resources. These events underscored Walteria Library's ongoing commitment to serving the diverse needs of the Torrance community, fostering learning and connection through interactive programming.

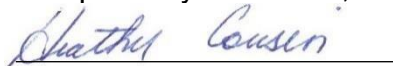
In December, the Walteria Library hosted engaging events designed to bring the community



together and celebrate the season. Young readers had the chance to build confidence and literacy skills during "BARK: Read to Dogs," where they read aloud to certified therapy dogs. A week later, families and individuals of all ages joined a festive crafting session to create dried orange garlands, blending creativity with holiday cheer. Through these events, the Waleria Library demonstrated its dedication to fostering literacy, creativity, and cultural enrichment in the Torrance community.

Staff are available for questions.

Respectfully submitted,



Heather Cousin  
City Librarian

ATTACHMENT A: Library Statistics

## Library Statistics

2024-2025 Visits	<b>EI Retiro</b>	<b>Henderson</b>	<b>Katy Geissert</b>	<b>North Torrance</b>	<b>Southeast</b>	<b>Walteria</b>
<b>July</b>	2,140	3,531	14,338	4,609	3,914	3,559
<b>August</b>	2,143	3,313	13,240	4,207	4,245	3,229
<b>September</b>	1,675	3,248	11,803	3,757	4,992	3,191
<b>October</b>	1,793	3,512	13,000	4,179	5,238	3,440
<b>November</b>	1,545	2,573	10,333	3,190	4,335	2,592
<b>December</b>						

2024-2025 Circulation	<b>EI Retiro</b>	<b>Henderson</b>	<b>Katy Geissert</b>	<b>North Torrance</b>	<b>Southeast</b>	<b>Walteria</b>
<b>July</b>	4,089	10,085	33,519	10,178	8,375	7,515
<b>August</b>	3,741	9,064	31,196	9,669	8,099	7,087
<b>September</b>	3,228	8,622	28,741	8,893	6,621	6,934
<b>October</b>	3,096	8,697	28,251	9,384	6,466	6,715
<b>November</b>	3,167	7,784	26,253	8,630	6,236	6,476
<b>December</b>						

2024-2025 Total Program Attendance By Location	<b>EI Retiro</b>	<b>Henderson</b>	<b>Katy Geissert</b>	<b>North Torrance</b>	<b>Southeast</b>	<b>Walteria</b>
<b>July</b>	768	531	986	461	610	399
<b>August</b>	303	194	506	87	177	69
<b>September</b>	324	177	245	315	231	96
<b>October</b>	584	222	697	456	346	329
<b>November</b>	288	178	327	191	470	179
<b>December</b>						

**2024-2025  
Programs  
Offered by  
Age**

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	<b>Adult</b>	<b>Teen</b>	<b>Youth</b>
<b>July</b>	42	3	71
<b>August</b>	23	2	20
<b>September</b>	21	13	48
<b>October</b>	24	2	55
<b>November</b>	21	4	38
<b>December</b>			