



# Los Angeles County AUDIT COMMITTEE

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March 19, 2024

## ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

29 March 19, 2024

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

  
JEFF LEVINSON  
INTERIM EXECUTIVE OFFICER

Dear Supervisors:

### **SUNSET REVIEW FOR THE LOS ANGELES COUNTY LIBRARY COMMISSION (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

#### **SUBJECT:**

Request County Counsel to prepare an ordinance on the formation of the Los Angeles County Library Commission (Commission) and to approve extending the sunset review date to April 30, 2028.

#### **IT IS RECOMMENDED THAT THE BOARD:**

1. Instruct County Counsel, in consultation with the Director, Los Angeles County Library to prepare an ordinance on the formation of the Los Angeles County Commission, which pertains to the codification, composition, duties, sunset review and any additional information pertinent to the purpose and/or function of the Library Commission.
2. Approve extending the Commission's sunset review date to April 30, 2028.

#### **PURPOSE / JUSTIFICATION**

At its meeting held on February 21, 2024, the Audit Committee considered and approved the recommendations of the Executive Office of the Board of Supervisors to introduce an ordinance regarding the codification of the Los Angeles County Library Commission and extension of the sunset review for another four years, to April 30, 2028.

The Library Commission advises the Board of Supervisors and County Librarian on matters of Library administration, legislation, operation and services that includes budget and strategic plan, policy, and other related matters. In addition, the Commission has been in existence since 1994 and the Board should formalize its creation by codifying it in the list of other advisory Commissions.

### **FISCAL IMPACT**

The members of the Library Commission do not receive compensation, nor receive reimbursements for their travel expenses.

### **FACTS AND PROVISIONS / LEGAL REQUIREMENTS**

In 1994, the Board formed the Library Commission by order and concurrently appointed 15 voting members. In 1996, the Board ordered the Library Commission to be restructured following a proposal developed by a working group of representatives of involved agencies and concurrently appointed 20 voting members.

The Library Commission advises the Board and the County Librarian on several library-related matters. Although the Commission has existed for twenty-eight years and will exist in perpetuity, it is not enumerated in Title 3 of the Los Angeles County Code – Advisory Commissions and Committees of the Los Angeles County Code.

The proposed codification remedies this procedural deficiency and delineates the Commission's governing structure, duties, and procedures. The proposed codification order addresses the Los Angeles County Audit Committee's request for updated Bylaws and the Executive Office of the Board Commission Services Division's recommendation to resolve procedural deficiencies and propose an ordinance similar to the majority of County Advisory Commissions and Committees.

### **IMPACT ON CURRENT SERVICE (OR PROJECTS)**

There are no anticipated impacts to current services and projects associated with the proposed action.

### **CONCLUSION**

Based on our analysis, the Executive Officer of the Board recommends the codification and extension of the Los Angeles County Library Commission's sunset review date to April 30, 2028.

The Honorable Board of Supervisors  
March 19, 2024  
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Respectfully submitted,

A handwritten signature in black ink, appearing to read "John Leonard", with a stylized, cursive script.

John Leonard  
Chair, Audit Committee

JL:rr

Attachment

c: Executive Office of the Board of Supervisors  
Chief Executive Officer  
County Counsel  
Library Commission  
Los Angeles County Library