



## LIBRARY COMMISSION MINUTES

Special Meeting  
November 23, 2009 6:30 pm  
Menlo Park Library  
800 Alma Street  
Menlo Park, Ca. 94025

### **CALL TO ORDER:**

Chair McDonough called the meeting to order at approximately 6:35p.m.

### **ROLL CALL:**

McDonough, Chair (P), Hamilton (P), Sloo (P), Soto (A), Vasudeva (P),  
Wangberg (P), Zara (P)

### **STAFF PRESENT:**

Nick Szegda, Acting Director of Library Services, Reference Librarian & Interim Circulation Manager

### **OTHERS PRESENT:**

Aldora Lee, Menlo Park resident, member Friends of the Menlo Park Library

### **A. PUBLIC COMMENTS**

Mrs. Lee addressed the Commission by reading a draft of a letter that will be in the December 2009 edition of the *Bookmark*, the Friends of the Menlo Park Library newsletter. The letter expresses concern regarding the future funding of the Belle Haven Branch library given the decision of the Ravenswood City School District (RCSD) to not pay their annual share for the operation of the library. Mrs. Lee noted that she and Tim Goode, a co-author of the letter, were members of the Library Commission when the agreement between the City and RCSD forming the Belle Haven branch library was created. The Belle Haven Branch library was created to address the specific needs of the neighborhood. Given these bad economic times, those needs are greater now. With the help of the Belle Haven Branch librarian, the Friends want to be proactive in helping to ensure the stability of the library programs at the Belle Haven branch.

### **B. REGULAR BUSINESS**

#### **1. Commission communications with City Council.**

- The goal of this meeting is to finalize the report that the Commission would like to present to the City Council at the December 15, 2009 regular City Council meeting.
- Mr. McDonough distributed a draft of the slide presentation. The report is to be an update of the events that took place at the Library over the summer and fall.
- Discussion ensued regarding the format and content of the presentation.
  - Concern was expressed regarding the impact to Library services given the 20% reduction on the hours worked by temporary Library staff in Circulation.

## **C. REPORTS AND ANNOUNCEMENTS**

### **1. Commissioner reports:**

- Mr. McDonough distributed an email sent to the Commission from library patron Ken Burson regarding changes to the materials check-in procedures. Based on the information in the letter, it may be that this email was sent to Menlo Park in error as the Director of the Santa Cruz Library and the Santa Cruz Library Commissioners were also sent the email. Mr. McDonough will reply.
- Mr. McDonough also read an email he received from Tim Goode, member of the Friends of the Menlo Park Library, regarding funding for the Belle Haven Branch.
- Mr. McDonough noted that all media contacts regarding Commission business is to be routed to the Commission Chair as is noted in the City Commissioner Handbook.
- Ms. Wangberg shared that she recently visited the Belle Haven branch. She spoke with librarian Heriberto Madrigal about the library's main users. Mr. Madrigal noted that in addition to the students of Belle Haven Elementary and pre-schoolers, many local business workers use the Branch Library's computers over their lunch breaks. He noted that overall the Branch Library has a positive impact on the community.

### **2. Staff Communications**

- Mr. Szegda noted that there will be a holiday potluck for the Library staff and volunteers on Friday, Dec. 11. An email invite will be sent out shortly.
- Mr. Szegda also shared a Washington Post article "At libraries, fun and games now the lure". Events like the main Library's teen nights are happening all over the county.

## **D. PUBLIC COMMENT #2 (*Limited to 30 minutes*)**

None,

## **E. ADJOURNMENT**

The meeting was adjourned at approximately 8:30 p.m.

Respectfully submitted,  
Anna Zara, Secretary to the Library Commission