



REGULAR MEETING AGENDA

Date: 7/13/2015
Time: 6:30 p.m.
Menlo Park Library
800 Alma St., Menlo Park, CA 94025

Call To Order

Roll Call – Bramlett, Cebrian, Leep, Lemons, Manuel, Nelson, Repple

A. Public Comment #1

Under “Public Comment #1”, the public may address the Commission on any subject not listed on the agenda. Each speaker may address the Commission once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

B. Regular Business

- B1. Discuss and approve moving the August meeting location to Belle Haven Branch Library and changing the meeting date and time.
- B2. Discuss and approve the final version of the Library customer survey.
- B3. Appoint liaisons to the Friends of the Library, Library Foundation and Literacy Partners.
- B4. Approve the minutes of the June 8, 2015, Library Commission meeting ([Attachment](#)).

C. Library Director's Report

D. Informational Items

- I1. Report from the Menlo Park Historical Association

E. Commissioner Reports

F. Adjournment

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REGULAR MEETING MINUTES - DRAFT

Date: 6/8/2015
Time: 6:30 p.m.
Menlo Park Library
800 Alma St., Menlo Park, CA 94025

Chair Cebrian called the meeting to order at 6:50 p.m.

Roll Call

Present: Cebrian (Chair), Leep, Lemons, Manuel, Nelson

Absent: Bramlett, Repple

Staff: Nick Szegda

A. Public Comment #1 – None.

B. Regular Business

- B1. Review of the Library activities from fiscal year 2014-15 and of planned activities for fiscal year 2015-16.

Chair Cebrian explained the Library Foundation's space needs study and the community survey the commission is conducting in support. Szegda reported on the proposed Library strategic plan process and will email the commissioners a copy of the Library's previous strategic plan and prior staff report to the City Council.

ACTION: None.

- B2. Review of the Library Commission's two-year work plan for 2015-17.

Chair Cebrian explained the purpose of the work plan (to identify commission goals and present those goals to the City Council) and reviewed the current work plan, highlighting these four areas: library focus groups, services in the Belle Haven community, small business services, and E-services.

ACTION: None.

- B3. Approve the minutes of the May 11, 2015, Library Commission meeting.

ACTION: Motion by Leep, Second by Nelson to approve the minutes without changes. Motion passes 5-0 (Bramlett and Repple absent).

C. Reports and Announcements

C1. Commissioner Reports.

Chair Cebrian reviewed the community library survey that the commission had been working on, and suggested that it be discussed at the next commission meeting. Parking has been an issue for the library, and a request has been placed with the Transportation Division by Chair Cebrian to re-examine the parking situation in the shared lot between the library and the gym.

Chair Cebrian suggested that the next meeting be held at the Belle Haven Branch Library, where services to the Belle Haven community could be discussed.

Chair Cebrian welcomed new members to the commission.

Commissioners Leep, Lemons, Manuel and Nelson introduced themselves and spoke briefly about their connection to the library and their interests in the Library Commission.

C2. Reports from Library Staff.

Szegda provided an update on the traffic modification at the Ravenswood/Alma intersection near the library.

Szegda provided information on upcoming events including the Summer Learning Program kickoff party on June 11 at 6 p.m., the Downtown Summer Block Party on June 17 from 5-9 p.m. and the first of many summer programs (Indian cuisine June 27 at 11 a.m.) that will be part of the Summer Learning Program.

Szegda provided an update from the recent City Council budget study session.

D. Informational Items – None.

E. Adjournment

Chair Cebrian adjourned the meeting at 8:15 p.m.