



SPECIAL MEETING AGENDA

Date: 8/11/2015

Time: 5:30 p.m.

Belle Haven Branch Library

413 Ivy Dr., Menlo Park, CA 94025

PLEASE NOTE CHANGE IN TIME AND LOCATION

Call To Order

Roll Call –

A. Public Comment

Under “Public Comment,” the public may address the Commission on any subject not listed on the agenda. Each speaker may address the Commission once under Public Commission 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. Consent Calendar

- B1. Approve the Library Commission meeting minutes for July 13, 2015 ([Attachment](#))

C. Regular Business

- C1. Develop a plan for future services at the Belle Haven Branch Library
- C2. Review and discuss survey results received from frequent users of Menlo Park Library
- C3. Discuss community use of Little Free Libraries model for sharing books

D. Informational Items

- D1. Update from Library Staff on Story Times and services for children

E. Adjournment

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the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the Commission's consideration of the item.

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REGULAR MEETING MINUTES - DRAFT

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

Chair Cebrian called the meeting to order at 6:40 p.m.

Roll Call

Present: Bramlett, Cebrian, Leep, Lemons, Manuel, Nelson

Absent: Repple

Staff: Library Director Susan Holmer, Librarian III Nick Szegda

A. Public Comment

There were no public comments.

Commissioners shared an email from Menlo Park Resident Donna Walker expressing concerns about the limited number of Story Times and the registration requirements

B. Regular Business

- B1. Discuss and approve moving the August meeting location to Belle Haven Branch Library and changing the meeting date and time

ACTION: Meeting location and time changed for August meeting. Meeting will be held at the Belle haven branch library on Tuesday, August 11 at 5:30 p.m.

- B2. Discuss and approve the final version of the Library customer survey

ACTION: Commissioners approved release of the user survey to a limited number of users to gather initial feedback and see if survey instrument gets a good response. A general comment box will be added at the end of the survey.

- B3. Appoint liaisons to the Friends of the Library, Library Foundation and Literacy Partners

ACTION: Motion and Second (Leep/Bramlett) to appoint Commissioner Nelson as liaison to the Friends of the Library, passes unanimously.

ACTION: Motion and Second (Leep/Bramlett) to appoint Commissioner Lemons as liaison to the Library Foundation, passes unanimously.

No action taken on the appointment of liaison to Literacy Partners.

- B4. Approve the minutes of the June 8, 2015, Library Commission meeting

ACTION: Motion and Second (Lemons/Manuel) to approve the minutes without changes, passes unanimously.

C. Library Director's Report

Staff reported on the progress of the upcoming library landscape project (approved but may be delayed pending completion of other Capital Improvement Projects).

The library now has a Twitter account - @MenloLibrary.

Ride with the Library program set for August 8th at 10:30.

Summer Learning and Summer Learning Camp programs all going well.

D. Informational Items

D1. Report from the Menlo Park Historical Association

Lydia Cooper, MPHA board member, gave a report on the Association's membership, history and ongoing projects which include the Two Menlos group, the Rachel Bentley painting restoration project, the archives, and the publication of "Menlo Park: Beyond the Gate".

E. Commissioners Reports

Commissioner Bramlett suggested that the Library Commission receive periodic reports from the four other library-related committees: Friends of the Library, Menlo Park Historical Association, Library Foundation, and Literacy Partners.

Commissioner Nelson asked about how frequently the FOL restocks the bookstore.

Commissioner Bramlett reported on the Project read 30th Anniversary Celebration planning – set for September 20th from 11-1. Commissioner Bramlett reported on the most recent Friends of the Library meeting and distributed their budget report. Commissioner Bramlett distributed a neighborhood overview report of the Belle Haven neighborhood.

F. Adjournment

Chair Cebrian adjourned the meeting at 8:24 p.m.