



LIBRARY COMMISSION MINUTES

Regular Meeting
Monday, May 11, 2015 at 6:30 PM
Menlo Park Library
800 Alma Street, Menlo Park, CA 94025

The meeting was called to order by Chair Cebrian at 6:39 p.m.

ROLL CALL:

Present: Bramlett, Cebrian (Chair), Repple, Sloo

Absent:

Staff: Susan Holmer, Library Director

A. PUBLIC COMMENT (Limited to 30 minutes) - None

B. REGULAR BUSINESS

- B1.** Library Focus Groups – continue discussion of potential topics and review draft questionnaire from the sub-committee

Commissioner Repple distributed copies of the final draft questionnaire. Commissioners amended some questions and agreed to send out to a test group of library users and adjust the final questionnaire based upon responses received.

ACTION: Motion and Second to approve the survey as amended and to continue the process of testing the survey instrument, passes unanimously.

- B2.** Library Operational and Administrative Review – discussion of recommendations and next steps

Commissioners reviewed the various recommendations from the library review especially the idea of non-place based services from the Belle Haven Branch. Commissioners shared their ideas for changing and enhancing services in Belle Haven. Discussion will continue at future meetings. No action was taken on this item.

- B3.** Accept the meeting minutes for April 13, 2015

ACTION: Motion and Second to approve meeting minutes of April 13 as amended, passes unanimously.

C. REPORTS AND ANNOUNCEMENTS

- C1.** Reports from individual commissioners

Commissioner Cebrian suggested adding “Agenda Building” to each Commission agenda. Holmer will find out if that addition complies with the new agenda standards. Commissioner Cebrian asked that an update on Children’s Services and summer programming be included in a future meeting.

C4. Reports from Library staff

Library Director Holmer reported the City Council approved modifications to traffic flow at the Ravenswood / Alma intersection and that the modifications may make travel to the library challenging.

D. INFORMATION ITEMS - None

E. ADJOURNMENT – 08:10 P.M.

Prepared by: Susan Holmer