



## REGULAR MEETING MINUTES

**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 30<sup>th</sup> Anniversary Celebration planning – set for September 20<sup>th</sup> 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.