



## REGULAR MEETING MINUTES

**Date:** 8/11/2015  
**Time:** 5:30 p.m.  
**Belle Haven Branch Library**  
**413 Ivy Dr., Menlo Park, CA 94025**

Chair Cebrian called the meeting to order at 5:40 p.m.

### Roll Call

Present: Bramlett, Cebrian, Lemons, Manuel, Nelson

Absent: Leep

Staff: Library Director, Susan Holmer, Interim Youth Services Supervisor, Jennifer Wilkins, and Library staff Madrigal, Lozano, Roth

### A. Public Comment

There were no public comments.

### B. Regular Business

- B1. Approve the Library Commission meeting minutes for July 13, 2015.

**ACTION:** Motion and second (Cebrian/Nelson) to approve the minutes as amended, passes 6-0-1 (Commissioner Leep was absent).

- B2. Develop a plan for future services at the Belle Haven Branch Library

Library Director Susan Holmer reviewed some ideas that staff had proposed for non-place based services and for new in-library services for the branch. No motion was made to develop the future plan.

- B3. Review and discuss survey results received from frequent users of Menlo Park Library

Library Director reported that the survey had been tested by frequent users and was ready for wider distribution, and will notify Commissioners as soon as the link is available so they can promote the survey. Commissioners agreed that a Spanish and English version of the survey should be available on the Menlo Park Library webpage for initial general public responses.

- B4. Discuss community use of Little Free Libraries model for sharing books

Commissioner Cebrian introduced the use of Little Free Libraries and described the one in her neighborhood, reviewed their use in other cities and neighborhoods, and her desire to see one

placed in Hamilton Park. She would like to see Library Commission work together with Parks & Recreation Commission on placement in Menlo Park public parks and will bring further information to the September meeting.

**C. Informational Items**

**C1. Commissioner reports**

Commissioner Bramlett had attended some community meetings and suggested that Library Commissioners should have name tags that can be used when they attend public meetings or events. Holmer will ask City Clerk about possibility.

**C2. Staff Reports**

Update from library staff on Story Times and services for children.  
Library Staff reviewed the growth in the number of story times presented by the library and how specific age groups are best served. The need for pre-registration for the most heavily attended programs was explained as was the registration process.

**D. Adjournment**

Chair Cebrian adjourned the meeting at 7:15 p.m.