



REGULAR MEETING MINUTES

Date: 1/11/2016
Time: 6:30 p.m.
Menlo Park Library
800 Alma St., Menlo Park, CA 94025

A. Call to Order

Chair Cebrian called the meeting to order at 6:45 p.m.

B. Roll Call

Present: Bramlett, Cebrian, Leep, Lemons
Staff: Nick Szegda, Librarian III

C. Public Comment

There was no Public comment

D. Regular Business

D1. Identify topic list for Library focus group discussions

Commissioner Bramlett shared a draft of the subcommittee planning document entitled "Focus Groups to Determine Library Needs in Belle Haven" which details the Commission's work to date in soliciting library user feedback and community member feedback through an online survey, the changing demographics in the Belle Haven neighborhood, and possible focus group participants and focus group questions. Staff member Szegda talked about the upcoming strategic planning effort being led by Sweeney and Associates. Commissioner Cebrian expressed a desire not to duplicate effort.

ACTION: Motion and second (Leep/Lemons) to pass along subcommittee report to Sweeney and Associates and to write an introductory letter letting them know of the Commission's availability to assist with the strategic planning process. Motion passed 4-0.

D2. Discuss Commission Chair succession

Staff member Szegda informed the Commission that Commissioner Nelson has resigned from the Commission. Chair Cebrian and staff member Szegda discussed previous chair successions and previous chair length of service.

ACTION: Motion and second (Leep/Cebrian) to elect Vice Chair Bramlett Chair of the Commission, and to appoint Commissioner Lemons Vice Chair, passed 4-0. Motion and Second (Lemons/Bramlett) to appoint Commissioner Leep as Commission liaison to the Friends of the Library, replacing Nelson, passed 4-0.

- D3. Accept the Library Commission meeting minutes for October 12, 2015

ACTION: Motion and second (Cebrian/Leep) to approve the meeting minutes of October 12, 2015 as amended, passed 4-0.

E. Informational Items

- E1. Commissioner reports

Commissioner Cebrian reported that the Menlo Park City School District will be holding an English Learner Night at the library on the 24th of February. This invitation only event will introduce English learner students and their families to the library and to library services. Commissioner Bramlett shared her correspondence with the Connect Menlo planning group. Commissioner Bramlett reported back about her attendance at a “meet the Principal” night at the Belle Haven School. Commissioner Lemons would like to explore language learning meet-ups that make use of the Library’s Mango language learning software.

- E2. Staff reports

Nick Szegda reported about the availability of the Beeline Reader – an app that assists those with reading difficulties by changing the color of the text to highlight line changes.

F. Adjournment

Chair Cebrian adjourned the meeting at 7:53 p.m.

These minutes were approved at the Commission meeting of March 14, 2016.