



REGULAR MEETING MINUTES

Date: 3/14/2016
Time: 6:30 p.m.
Menlo Park Library
800 Alma St., Menlo Park, CA 94025

A. Call to Order

Chair Bramlett called the meeting to order at 6:35 p.m.

B. Roll Call

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

C. Public Comment

Ester Bugna from the Menlo Park Historical Association spoke about wanting to strengthen ties between the Commission and the MPHA.

D. Presentations and Proclamations

D1. Presentation thanking outgoing Commission Chair Cebrian for her service to the Commission

Chair Bramlett expressed appreciation on behalf of the Commission and Staff for Commissioner Cebrian's hard work as past Chair of the Library Commission.

E. Regular Business

E1. Discuss Commission 2016-2017 goals and April Commission update to City Council.

General discussion about developing new Commission goals starting from Commission's most recent work plan. Cebrian – Small Business collection is now a “heritage” collection – should this remain a Commission focus? Bramlett – would like to see an organized effort to network with key leaders and connect more with community groups. Library item 53 on the City Council's work plan – does the Council have particular community stakeholders in mind? New priorities – library programming, folding e-services into programming, taking library services out into the community. Supporting outcomes of strategic planning process and space needs study.

ACTION: Motion and second (Leep/Lemons) to have Chair Bramlett to develop new goals for the Commission based on above discussion and present them at the next Commission meeting, passed 4-0.

April 26th presentation to City Council discussion. Bramlett – focus on library services in Belle Haven. Updates on Strategic Planning and upcoming Space Needs study. Update Council on new Commission goals and work plan.

ACTION: Motion and second (Cebrian/Leep) to form subcommittee of Bramlett and Lemons to draft presentation to Council passed 4-0.

E2. Discuss recruitment of new Commission members

Individual Commissioners have made outreach efforts to neighbors and acquaintances. The application form is up on the City's web site and paper flyers encouraging applications are in the library.

ACTION: Bramlett posted City recruitment message to Next Door site, other Commissioners to look for opportunities to encourage Commission applications from community members.

E3. Discuss upcoming community engagement activities and ways to increase partnerships and collaborations with community partners

Commissioners began developing a list of community groups and local agencies that they would like to reach out to. No action at this time.

E4. Accept the minutes from January 11, 2016

ACTION: Motion and second (Cebrian/Leep) to approve the meeting minutes of January 11, 2016 as amended, passed 4-0.

F. Informational Items

F1. City Council Work Plan Transmittal and Capital Improvement Program (CIP) Process and Update

Commissioners discussed the three library related items and how to coordinate Council and Commission goals and objectives.

F2. Update on Library's Strategic Planning process

Sweeney and Associates held their first workshop session on the 29th of February. A City and Library staff workshop will be held on the morning of April 21st, and a forum for invited members of the public on the evening of the 21st.

F3. Update on Library budget for 2016-2017

Szegda reported that budget priorities might shift depending upon the outcome of the strategic planning process. There has been an emphasis on library programming and library events. Funding levels will remain the same.

F4. Reports from Commission liaisons to other library groups

None.

F5. Individual Commissioner reports

Bramlett and Leep attended recent Connect Menlo Meeting. Commissioner Lemons will be visiting the Boston Public Library next month and will report back. Commissioner Leep visited the Redwood Shores library.

F6. Report from library staff liaison

Szegda highlighted upcoming library events – Friends of the Library book sale on 3/19 & 3/20, Finnish folk – pop group Vellamo on 3/20, Thai cooking demonstration on 3/26, knitting meet-up every 4th Wednesday at 7PM.

F7. Future agenda items

Council update on the 26th of April. Work plan/goals update. Reports from library visits. Planning for joint meeting/social event with other library support groups.

G. Adjournment

Chair Bramlett adjourned the meeting at 8:25 p.m.