



## REGULAR MEETING MINUTES

**Date:** 4/11/2016  
**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

There was no public comment.

### D. Regular Business

- D1. Review Commission draft 2016-2017 goals and draft April 26, 2016 Commission update to City Council.

**ACTION:** Motion and second (Leep/Lemons) to approve goals as amended, passed 4-0. The Commission's goals will return as a future agenda item for priority setting.

Motion and second (Leep/Cebrian) to approve Commission update to Council as amended, passed 4-0.

- D2. Plan joint meeting/social event with library partner agencies.

Commissioner Leep stated that the idea behind the event is to bring all of the library's support agencies together to introduce members to each other and to explore ways of assisting support agency members in their missions. Szegda to provide a contact list of support agency chairs.

**ACTION:** Motion and second (Leep/Lemons) for the event to take place at the main library on May 26<sup>th</sup> from 6:30 to 8:00, passed 4-0.

- D3. Discuss and prioritize next steps towards establishing collaborative relationships with community stakeholders.

Commissioner Leep asked about the purpose and content of the outreach efforts. Chair Bramlett stated that it was a way for Commissioners to introduce themselves and the library to community members, and to develop partnerships with community organizations that might have overlapping missions or service populations with the library.

**ACTION:** Motion and second (Cebrian/Lemons) for Chair Bramlett to develop a shared document so that Commission members can coordinate their outreach efforts and update their contact with community partners, passed 4-0.

- D4. Accept the minutes from March 14, 2016.

**ACTION:** Motion and second (Leep/Lemons) to approve the minutes of the March 14, 2016 meeting without changes, approved 4-0.

**E. Informational Items**

- E1. Update on Library Centennial planning.

Library programs to be branded with the phrase “Celebrating a Century of Stories”. A Centennial social media campaign is in development. There are plans to run one social media event from June through December. The Centennial Gala is planned for some time in September.

- E2. Update on library strategic planning process.

Staff and Community Visioning workshops will be held on April 21<sup>st</sup>. Library mission, vision, and values statements are in development. Stakeholder interviews and a library user survey are in the works.

- E3. Informal book talks.

Titles discussed included “Romantic Outlaws”, “Oscar and Lucinda”, and “Lunar Chronicles”.

- E4. Informal library visit reports

Commissioner Cebrian visited the Atlanta/Fulton County Library and shared materials they are using to market their programs for children to the public.

Commissioner Lemons visited the Boston Public Library and shared pictures of the library, examples of exhibitions held at the library, partnerships the library is forging with community organizations, and the breadth of their after school programs for teens.

- E5. Report from Commission liaisons to other library groups.

Commissioner Leep visited the MPHA office and visited the Friends of the Library where she gathered information on the level of donations that the Friends give to the library.

- F5. Individual Commissioner reports

None.

- F6. Report from library staff liaison

Return room remodel is nearly completed and the additional sorting unit has arrived. Upcoming programs include Science Night on April 14<sup>th</sup>, the Committee for a Green Foothills lecture on April 18<sup>th</sup> and a ukulele concert by Hiram Kaailau Bell on April 20<sup>th</sup>. Coloring for Adults and the monthly Knitting Meet-up are both on April 27<sup>th</sup>. Recruitment for two full time librarian positions is underway, and interviews are scheduled for May.

F7. Future agenda items

Council update report back. Work plan/goals priority setting. Continued planning for joint meeting/social event with other library support groups.

**G. Adjournment**

Chair Bramlett adjourned the meeting at 8:17 p.m.