



## REGULAR MEETING MINUTES

**Date:** 5/9/2016  
**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 6:42 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. Welcome new commissioner

Commissioner Race had not been sworn in before the meeting took place. Tabled until June 13 meeting.

#### D2. Review of Draft Commission Work Plan for 2016-2017

Discussion included need to revise the Commission's purpose statement, and to show how the updated work plan and goals align with City Council goals. Also noted was the need for measurable outcomes for each goal listed.

**ACTION:** Motion and second (Cebrian/Leep) for Bramlett take Commissioner input and return with revised Work Plan, passed 4-0.

#### D3. Finalize details for social event with library partner agencies

Details for the May 28<sup>th</sup> social event were discussed. No action taken.

#### D4. Discuss outreach efforts to community partners

**ACTION:** Commissioner Leep has made contact with the Friends of the Library and with the Menlo Park Historical Association. She has also reached out to the Belle Haven Elementary School administration and with the leadership at Bethany Community Church. Commissioner Bramlett met with the coordinator of Little House, and found it useful to share the Library Commission goals during her outreach efforts.

D5. Explore idea of joint program with Community Services Department

Possible joint event ideas were discussed. Staff noted that the Library and CSD had plans to work more closely together in the coming year. Commission may revisit this item in the future. No action at this time.

D6. Discuss Commission's role in the Library Centennial

Szegda listed several opportunities for Commissioner involvement, including participation at the Block Party on June 15<sup>th</sup>, staffing a pop-up event in the Fall, and Commissioner participation in the Peanuts Naturally event in July. No action taken.

D7. Accept the minutes from April 11, 2016

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

**E. Informational Items**

E1. Update on Library's Strategic Planning process

Mission and Vision statements are in the draft stages. Community input gathered through the public forums, community survey and stakeholder interviews is being used to formulate library goals for the plan. Release date is still scheduled for late July.

E2. Update on presentation to the City Council

Bramlett reported that the quarterly presentation to the Council went well. The new format and the link between Commission and Council goals was appreciated.

E3. Reports from Commission liaisons to other library groups

None.

E4. Individual Commissioner reports

Cebrian reported that three Commission members attended the Community Conversation that CSD held at the Belle Haven branch. Cebrian also thought that it a good time to pilot new library services would be during the Marsh Road closure, since Belle Haven residents may find it more difficult that usual to get into and out of the neighborhood..

E5. Report from library staff liaison

Szegda reported on the hiring process for two Librarian positions. Panel interviews are scheduled for late May. On call librarian Shih Fa Kao will be attending the upcoming Maker Faire with the purpose of gathering ideas for educational STEAM programs at the library.

E6. Informal book talks

Titles discussed included “Tiger Queens”, “Molokai”, and “Ghengis Khan and the Making of the Modern World”.

**E7.** Future agenda items

Progress towards goals listed in library Work Plan. Presentation from Transportation staff on Ravenswood grade separation.

**F.** Adjournment

Chair Bramlett adjourned the meeting at 8:42 p.m.