



## REGULAR MEETING MINUTES

**Date:** 10/10/2016  
**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 6:37 p.m.

### B. Roll Call

Present: Bramlett, Badgely, Leep, Lemons  
Staff: Nick Szegda, Assistant Director of Library Services

### C. Public Comment

Jim Lewis brought a perpetual calendar listing the days of all of the regular City commission meetings to assist the Library Commission in their discussion of item E6.

### D. Presentations and Proclamations

- D1. Presentation on visit to national library in Paris, the Bibliotheque Nationale de France, by Commissioner Leep.

Commissioner Leep made a presentation recounting her visit to the Bibliotheque Nationale de France. Interesting architectural details included corner towers that suggested open books framing a central garden. The library is located on the banks of the Seine. Commissioner Leep shared several informational brochures from the library and many interesting photographs.

- D2. Presentation on the library strategic plan.

Szegda shared the text of the plan which is not yet formatted. The SMART goals from the plan were also shared.

### E. Regular Business

- E1. Accept the minutes from September 12, 2016

**ACTION:** The meeting minutes were accepted as written.

- E2. Update on October 5<sup>th</sup> visit to the Belle Haven Neighborhood Association meeting.

Commissioner Lemons attended a recent meeting of the Belle Haven Neighborhood Association and expressed her openness to attendee input concerning the library and its services. Attendees

were eager for a library in the Belle Haven neighborhood that would have hours and collections better suited to all of the community and not just school aged children.

- E3. Discuss scheduling periodic Library Commission meetings at the Belle Haven library.

Commissioners discussed holding more frequent meetings in Belle Haven to solicit input from area residents. The Onetta Harris Senior Center was suggested as an alternate meeting place in addition to the Belle Haven branch library.

**ACTION:** Library Commission will meet semi-annually in the Belle Haven Neighborhood, if possible. November meeting to be held at Onetta Harris Senior Center on November 14<sup>th</sup> at 6:30 PM. Motion Leep seconded Lemons, passed unanimously.

- E4. Review of final details for October 13 joint social gathering with leadership of library support agencies.

Logistical details were finalized.

- E5: Update on October 12 quarterly Commission update to City Council

Chair Bramlett shared her planned presentation for the October 12 Council meeting.

- E6: Discuss changing Library Commission meeting date so as not to conflict with other Bicycle Commission meetings.

The 3<sup>rd</sup> Monday of the month was suggested as a better, non-conflicting date for the Library Commission meetings. Commissioner Leep suggested the meeting date conflict be discussed with the Bicycle Commission.

**ACTION:** Tabled until a fuller complement of Library Commissioners are in attendance. Will be placed on a future agenda.

- E7. Continue progress towards 2016-17 Commission Work Plan goals and priorities. Discuss work plan priorities and next steps, including liaison visits.

Commissioner Badgley inquired about the work goal that included library outreach to young professionals. Szegda mentioned the Analytics on Demand (AOD) tool that the PLS group is working with, and that this may be a way to identify specific segments of the Library's service area by age. The suitability of AOD software for identifying this population segment may be a future agenda item.

## **F. Reports and Announcements**

- F1. Staff liaison report

The library's strategic plan will be presented to the Council at their 10/11 meeting. Release to the staff and public will follow once the final formatting has been set. Council will discuss moving the weekly Off the Grid food truck event to the library's parking lot.

Programs and Events – Past events: LWV ballot initiative program October 1, Facebook Farmer's Market pop up October 1, OHSC open house pop up, Storytelling Festival, How to Write an Effective Business Plan workshop (collaboration with SCORE), Knitting meet up, Family Fun Fridays at BH.

Upcoming events: Comicon 10/15, History of the Milky Way Galaxy 10/11, Coloring and Conversation for Adults 10/18, Mystery Readers Group 10/19, A Visit with Audie Murphy 11/5, Medicare Open Enrollment presentation (collaboration with HiCAP) 11/7. Science Night is set for November 17<sup>th</sup>.

The Friends of the Library quarterly book sale raised \$6800 for the library and its programs.

**F2. Informal Commissioner reports**

.Commissioner Badgley had a question about the default privacy settings in the Bibliocommons catalog. The default setting for items added to your "for later" shelves is "share". Szegda and Badgley will run some tests to see what exactly that means (how is it shared?). The settings can be changed to default to "private" in the user settings link.

**G. Informational Items**

**G1. Informal commissioner sharing of audio/digital/print books currently reading**

Badgley – The Invention of Nature by Andrea Wulf, Lemons – East of Eden by Steinbeck, Bramlett -- The Disappeared by Taylor, Szegda – All Tomorrow's Parties by Gibson.

**H. Adjournment**

Chair Bramlett adjourned the meeting at 8:23 p.m.

**Minutes approved at 11/14/2016 Library Commission meeting**