



REGULAR MEETING AGENDA

Date: 6/19/2017

Time: 6:30 p.m.

Menlo Park Library

Lower Level Meeting Room

800 Alma Street, Menlo Park, CA 94025

A. Call To Order

B. Roll Call

C. Public Comment

Under "Public Comment," the public may address the Commission on any subject not listed on the agenda. Each speaker may address the Commission once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

D. Regular Business

- D1. Accept the commission meeting minutes from May 15, 2017 ([attachment](#)) - 5 minutes
- D2. Report from Belle Haven Subcommittee – 15 minutes
- D3. Report on Little Free Libraries – 5 minutes
- D4. Review 2016-17 Commission Work Plan goals and Priorities. Review 2017-18 City Council priorities. Continue drafting 2017-2018 Commission Work Plan - 20 minutes
- D5. Report from Commissioner Bramlett on outreach efforts – 10 minutes

E. Reports

- E1. Staff liaison report ([attachment](#)) – 5 minutes
- E2. Informal Commissioner reports -- 5 minutes

F. Informational Items

- F1. Informal commissioner sharing of audio/digital/print books currently reading -- 10 minutes

F2. Collect future agenda items - 5 minutes

G. Adjournment

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REGULAR MEETING MINUTES - DRAFT

Date: 5/15/2017
Time: 6:30 p.m.
Menlo Park Library
800 Alma St., Menlo Park, CA 94025

A. Call to Order

Chair Lemons called the meeting to order at 6:32 p.m.

B. Roll Call

Present: Badgely, Bramlett, Bugna, Cebrian, Lemons. Absent: Leep, Race

Staff: Nick Szegda, Assistant Director of Library Services

C. Public Comment

There was no public comment.

D. Regular Business

D1. Accept the commission meeting minutes from April 17, 2017

Minutes approved without changes.

D2. Welcome new Commissioner Ester Bugna

The Commission welcomed new Commissioner Ester Bugna, long time Menlo Park resident, recently appointed.

D3. Report from Belle Haven Subcommittee

Commissioner Bramlett shared the results of the survey gathered at the recent Belle Haven Community Fair. The 36 survey respondents showed an interest in programs at the library and in free book giveaways. Chair Lemons reported that resident Matt Henry gave a presentation at a recent neighborhood meeting advocating for a new library located on the Onetta Harris Senior Center campus. Input from attendees at that meeting did not favor placing a new library on Willow Road.

D4. Report on Little Free Libraries

Cebrian distributed a document with links to successful, public parks located Little Free Library programs in cities that are similar in size to Menlo Park. MSP (Bramlett/Lemons – passed unanimously) for Cebrian and Badgely to draft a letter to Council proposing a pilot program to place Little Free Libraries in three City parks: Kelly, Marketplace, and Sharon.

- D5. Review 2016-17 Commission Work Plan goals and Priorities. Review 2017-18 City Council priorities. Continue drafting 2017-2018 Commission Work Plan

Chair Lemons will draft a first pass at a new Commission work plan.

E. Reports

- E1. Staff liaison report

Szegda reported on recent library programs and gave an update on the current budget proposal submitted by the library.

- E2. Informal Commissioner reports

Lemons reported on exploring possible collaborative opportunities with the Bicycle Commission. Cebrian reported on the use of “Ask me what I’m reading” wristbands by students at Oak Knoll. Bramlett continues to add to the Belle Haven library needs document. The film discussion group will meet in early June.

F. Informational Items

- F1. Annual Commissioner Appreciation Event and Brown Act training May 16, 4 – 7:30 PM

- F2. Informal commissioner sharing of audio/digital/print books currently reading

Badgely – “Hungry tide” by Ghosh. Bugna – “Branded” by Lawrence Di Stasi (Italian-American internment during WWII). Bramlett – books on film analysis, “Presidential Courage” by Beschloss. Cebrian – “The Hate U Give” by Angie Thomas, “The Women in the Castle” by Jessica Shattuck. Lemons – “Summer Queen” audiobook (about Eleanor of Aquitaine). Szegda – “Self-Portrait as Wikipedia Entry” by Dean Rader (contemporary poetry).

- F3. Collect future agenda items

Report from Lemons on the Commission work plan. Update from Cebrian and Badgely on Little Free Libraries initiative. Possible presentation from Matt Henry on OHSS as suitable site for a library facility.

G. Adjournment

Chair Lemons adjourned the meeting at 7:55 p.m.



STAFF REPORT

Library Commission

Meeting Date: 6/19/2017

Staff Report Number: 17-06-LC

Informational Item: Library staff update and announcements

Recommendation

Staff recommends that the Commission receive the staff update and announcements.

Policy Issues

City policies are not affected.

Background

Library Budget update for FY 2017/18

The City Council will vote on June 20 to approve the budget for the 2017/18 fiscal year. The library's asks include expanding hours for the branch library (to match the main library's hours, when possible, outside of school hours). The 13 additional hours would mean the branch would be open until 9 Monday through Wednesday, 10-5 on Saturday, and would open 12-5 on Sunday. The library has requested an additional .5 FTE to help staff the expanded hours. Also included in the library's budget requests are funds for a Belle Haven neighborhood library needs assessment, and funds to prepare drawings to advance the space needs study for the main branch.

Design Thinking Workshop

Four library staff members attended a daylong training at the San Jose Public Library on using design thinking on June 7. Design thinking takes some of the tools and methods that designers use in their work, and applies them to solve other problems. It is end user focused (something that libraries often struggle with). The method staff used at the workshop involved coming up with real issues that are affecting our library users and designing prototypes that solved the problems. The workshop was presented by staff from the Chicago Public Library and staff from IDEO. Their ideas can be explored at www.designthinkingforlibraries.com.

Programming and events

- Past events: Applied Digital Skill (Google tools for adults), a three part workshop hosted by Google finished on June 10. "Striking up Gold Mountain: Songs of the California Gold Rush" was on Saturday, June 3; the new Film Group meet up had its first session June 6, "Indian Food from the Fiji Islands" was June 17, and the new Literature Book Club began on June 13, the summer reading kickoff at the branch (an ice cream social) was on June 16.

- Upcoming events: The Friends of the Library quarterly book sale is June 24 and 25, and Project Read's ESL Conversation Club meets every Wednesday from 5 to 6. The American Library Association's annual meeting takes place the weekend of June 24. Peanuts Naturally (a traveling, hands-on science fair for grade school kids) returns June 27. Astronomer Andrew Fracknoi kicks off our month of eclipse events with a lecture on July 13.

Meetings of note

- City Council budget approval meeting June 20 at 6PM.
- The board of the Friends of the Library meets again on Monday, July 10.
- Library Commission quarterly update to City Council is Tuesday, July 18.

Analysis

Analysis is not required.

Impact on City Resources

There is no impact on City resources.

Environmental Review

Environmental review is not required.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

None.

Report prepared by:

Nick Szegda, Assistant Director of Library Services