



## REGULAR MEETING AGENDA

**Date:** 8/21/2017  
**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 July 17, 2017 ([attachment](#)) - 5 minutes
- D2. Report from Belle Haven Subcommittee – 10 minutes
- D3. Belle Haven Reads Talks Acts Initiative – 10 minutes
- D4. Report from Council Presentation Subcommittee. Review 2016-17 Commission Work Plan goals and Priorities. Review 2017-18 City Council priorities. Complete drafting 2017-2018 Commission Work Plan and prepare for Council presentation - 20 minutes
- D5. Staff update on progress towards Strategic Plan goals – 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:** 7/17/2017  
**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: Bramlett, Bugna, Cebrian (6:40), Lemons, Race. Absent: Badgely, Leep

Staff: Nick Szegda, Assistant Director of Library Services

### C. Public Comment

Pam Jones from the Belle Haven neighborhood spoke for the need for a new library in Belle Haven, and commented that a new facility has been needed for some time. She urged the Commission to keep a new library in Belle Haven as a focus. Nina Wouk from Belle haven urged the Commission to continue to make a new Belle Haven library a priority. Jesse Apneva from the Belle Haven neighborhood is hopeful that the Commission, the Council and staff will work together to bring a new library to Belle Haven, and urged Commissioners to continue listening to the needs of the community. Gordon Cruikshank from the Willows neighborhood said that Belle haven has been ignored and that the neighborhood deserves a separate library not attached to the school. Lydia Cooper from Menlo Park said she was shocked by the small size of the branch library.

### D. Regular Business

#### D1. Accept the commission meeting minutes from June 19, 2017

Minutes approved without changes.

#### D2. Report from Belle Haven Subcommittee

Commissioner Bramlett shared information on the “Libraries Transforming Communities” initiative that she retrieved from the Programming Librarian site. She proposed a Belle Haven Reads, Talks, and Acts initiative that would involve a book club focused on readings that support local action. Commissioner Lemons has spoken with Library Foundation president Monica Corman and discussed the possibility of fundraising for a new branch by having Belle Haven neighborhood businesses provide matching grants.

- D3. Review 2016-17 Commission Work Plan goals and Priorities. Review 2017-18 City Council priorities. Continue drafting 2017-2018 Commission Work Plan

There was a general discussion among Commissioners about the amount of “work” that should be included in the Commission’s Work Plan. Commissioner Bramlett and Cebrian asked for changes to the wording on Work Plan p.11. Commissioner Leep wanted to keep a new Belle Haven branch library at the top of the Commission’s new work plan because the need is greatest there and the Commission has received the greatest amount of input from Belle Haven neighborhood residents.

A proposal was made by Commissioner Bramlett to create a Council presentation subcommittee of Commissioners Leep, Lemons, and Race to continue work on the Commission’s update to City Council. The motion was seconded by Cebrian and passed unanimously.

Szegda will forward the slides from the last Commission presentation to the Commission to assist in the crafting of a new presentation. Szegda will forward copies of the Strategic Plan to the Commissioners.

## **E. Reports**

- E1. Staff liaison report

Staff member Szegda gave an update on the budget process for the library. The City Council has approved the budget, including the library’s asks – 13 additional open hours for the Belle Haven branch, additional staff position (.5FTE) to support the additional open hours, \$100,000 for an library needs assessment for the BH neighborhood (Szegda shared a draft of the RFP with the Commission) and funds to further the Space Needs Study for main (\$125,000) – these funds could be modified or redirected in light of the philanthropic offer from John Arrillaga. Szegda also gave an update on the recommendations from the 2015 departmental review.

- E2. Informal Commissioner reports

Commissioner Cebrian reported back from Nerd Camp. There was a focus on diverse libraries and diverse authors – books as “mirrors and windows and sliding glass doors”. Workshops on using books to build empathy and compassion in readers.

## **F. Informational Items**

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

Cebrian – “Killers of the Flower Moon” by David Grann. Bramlett – “Roots to Power” by Lee Staples, “Faith Club” by Ranya Idliby, and “Victoria’s Daughter” by Jerrold Packard. Lemons – “The Woman I Wanted to Be” by Diane Von Furstenberg. Race – “U is for Underground” by Sue Grafton.

- F2. Collect future agenda items

Report from presentation subcommittee. Update from Cebrian and Badgely on Little Free Libraries initiative. Update from staff on library strategic plan goals progress.

**G. Adjournment**

Chair Lemons adjourned the meeting at 8:26 p.m.



## STAFF REPORT

### Library Commission

**Meeting Date:** 8/21/2017

**Staff Report Number:** 17-08-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

#### Programming and events

- Past events: Eclipse viewer craft was very popular – more than 500 viewers were constructed. Bay Area Wild presented a wild animal show-and-tell for kids on August 15. Xtreme Science Magic: Eclipse Edition was on August 17, and there was a Paper Airplane Workshop at the branch on August 19.
- Upcoming events: Vegan Filipino Cooking is Saturday August 26 at 11AM. Karla Kane performs a pop music concert on September 2<sup>nd</sup> at 11AM.

#### Meetings of note

- City Council meeting August 22 at 7PM.
- The board of the Friends of the Library meets again on Monday, September 11.

### 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