



REGULAR MEETING MINUTES

Date: 2/13/2017
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 6:30 p.m.

B. Roll Call

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

C. Public Comment

Jim Lewis spoke about his desire for the library to install lights near the bicycle rack in front of the library. He would also like to suggest that the library install security cameras that are pointed at the bike rack.

D. Presentations and Proclamations

- D1. Presentation by Jim Lewis, Menlo Park Historical Association, on little free libraries in Menlo Park.

Mr. Lewis explained the concept of little free libraries to the commission and provided photographic examples. Mr. Lewis reported that there has been positive feedback from residents who have installed little free libraries on private property. The City has a little free library located inside of the Police Department substation on Willow Road. Mr. Lewis asked if the City would consider funding a grant for the installation of little free libraries, or if the Library Commission could work with the Parks and Recreation Commission to have little free libraries installed at City parks. Commissioner Cebrian commented that her little free library was funded through a Belle Haven Neighborhood Mini Grant application. Cebrian will follow up with Council representatives and with the Parks and Recreation Committee to see the status of little free library installation in City parks.

E. Regular Business

- E1. Accept the minutes from January 9, 2017

ACTION: Motion and second (Leep/Race) to approve the meeting minutes of January 9, 2017 without changes, passed 6-0.

- E2. Update on the implementation of the library strategic plan by staff liaison

Szegda gave an update on progress toward strategic plan goals. He will return with the SMART goal report card detailing goal progress at the next commission meeting.

- E3. Review and discuss a draft of the Belle Haven community library needs assessment document.

Commissioner Bramlett described the document as a place to consolidate information on the Belle Haven community and on the current state of the community's library needs. The document could also be used to further investigation into the community's library needs. Szegda mentioned the library needs assessment goal in the strategic plan, but noted that it had a 2018 target date. Badgely has populated the report with some demographic and library usage statistics.

- E4. Update on in-process science café program by Commissioner Race.

Commissioner Race met with staff members Szegda and with John Weaver to move along plans for a series of science and STEAM themed events at the library.

- E5. Update on in-process library services to aging populations programming by Commissioner Bramlett.

Commissioner Bramlett has distributed a paper survey and surveyed members of the Picket Fence online community (a hyper local social network for seniors) about their preferences for programming. She will report back at the next commission meeting.

- E6. Update on Council approval process pertaining to changing the Library Commission meeting to the third Monday of the month.

Szegda reported that the City Clerk was preparing an item for Council consideration that included several items, including the consolidation of some commissions, updated policies pertaining to commissions, and the meeting day change. He will report back at the next commission meeting.

- E7. Discuss planning for the March 23 social with the leadership of library support groups.

Invitations have been sent by Commissioner Leep.

- E8. Review progress towards 2016-17 commission work plan goals and priorities. Discuss commission priorities that support library strategic plan goals. Identify any additional opportunities for individual commissioner activity and/or subcommittees.

Commissioners continued their ongoing discussion of the overlap between their work plan and the library's new strategic plan. Szegda will bring hard copies of the commission's goals to the next meeting.

F. Reports and Announcements

- F1. Staff liaison report

Noll and Tam will present the three preferred options, with pricing, that have been developed through workshops with the space planning focus group at a meeting on March 1. The final space needs analysis is scheduled to be presented to the City Council as part of a study session on March 28.

F2. Informal Commissioner reports

There were no informal reports.

G. Informational Items

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

Badgley – The Vital Question by Lane, Szegda – The Absolutely True Diary of a Part Time Indian by Alexie, Cebrian – The Serpent King by Zentner, Leep – Beezus and Ramona by Cleary, Lemons – East of Eden by Steinbeck, Bramlett – My Grandmother Asked Me to Tell You She's Sorry by Backman.

H. Adjournment

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

Minutes approved at the April 17, 2017 Library Commission meeting