



## REGULAR MEETING MINUTES

**Date:** 12/18/2017  
**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 6:33 p.m.

### B. Roll Call

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

Absent: Race

Staff: Nick Szegda, Assistant Director of Library Services

### C. Public Comment

There was no public comment.

### D. Regular Business

- D1. Complete and approve 2017-18 Commission Work Plan and prepare for the January 16, 2018 Council update presentation.

Commissioners discussed the draft work plan document prepared by Commissioner Badgely and determined that the plan would not be completed in time for the January 16 Council meeting. Szegda to communicate with Interim City Clerk Curtin and ask that the Commission's update be moved to a later Council meeting. Work Plan to be discussed at next library Commission meeting. No action taken.

- D2. Update from Little Free Libraries subcommittee.

Commissioner Cebrian is waiting to hear back from Assistant Community Services Director Schweigart who is to add the item to a Parks and Rec Commission meeting.

- D3. Change next Library Commission meeting location to the Belle Haven branch and change the next meeting date to account for MLK holiday.

**ACTION:** Motion and second (Leep/Lemons) to change next meeting location to Belle Haven branch and next meeting time and date to 7PM January 22 (passed 6-0-1, Race absent).

- D4. Update on Commission work plan goals

Commissioner Bramlett reported that there have been 50 film group attendees since the group's founding in June.

**D5. Review and discuss the Commission Charter**

Szegda distributed the City's "Guide for Advisory Bodies" which contains the roles and responsibilities for Commission members. Commissioner Bramlett suggested using Council work plan priorities as a starting point for Commission quarterly updates.

**E. Reports**

**E1. Library system improvements project update**

Szegda reported on the siting and uses meeting for the main library that took place on December 4. The staff presentation is up on the improvements project page. Two more meetings will occur in January and February. The branch closed on December 17 for upgrades. Carpeting, lighting, furniture and interior paint will be upgraded, collection for adults will be expanded. The branch will get 13 additional open hours and will reopen on January 9, 2018. Project READ classes will be switching to Tuesday and Wednesday evenings when the branch reopens.

**E2. Informal Commissioner reports**

There were no reports.

**F. Informational Items**

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

- Bramlett – "Lakota Woman" by Luna.
- Badgely – "Hell or High Water: Surviving Tibet's Tsangpo River" by Heller.
- Leep – "Diaries" by Sedaris, "Pioneer Girl" by Wilder.
- Szegda – "Game of Thrones" by Martin.
- Cebrian – "Long Way Down" by Reynolds, "Homegoing" by Gyasa.

**F2. Collect future agenda items**

Ask representatives from other library support groups to attend future meetings. Complete work plan and Council presentation.

**G. Adjournment**

Chair Lemons adjourned the meeting at 8:12 p.m.