



REGULAR MEETING MINUTES

Date: 11/19/2018
Time: 6:30 p.m.
Menlo Park Library
800 Alma St., Menlo Park, CA 94025

A. Chair Leep called the meeting to order at 6:35 p.m.

B. Roll Call

Present: Bugna, Cohen, Hadrovic, Leep,
Absent: Chambers, Lemons, Pandey
Staff: Interim Library Services Director Sean Reinhart, Assistant Library Services Director Nick Szegda

C. Public Comment

- Aldora Lee commented she attended the California Library Association annual conference in Santa Clara. She also requested information regarding the library's policy regarding outreach.

D. Regular Business

D1. Approve the minutes from the October 15, 2018 Library Commission Meeting

ACTION: Motion/second (Hadrovic/Bugna) to approve the minutes without changes, passed 4-0-3 (Chambers, Lemons, and Pandey absent).

D2. Discuss and consider a pilot incentive program to encourage Menlo Park residents to install Little Free Libraries

The Commission discussed Little Free Libraries (LFL) costs, locations, opportunities for sponsorship, and partnerships. There was discussion regarding types of books and a request for the Commission to provide feedback on book selection criteria.

Chair Leep opened the item to public comment.

- LJ Anderson told the Commission that East Palo Alto has two LFLs and suggested that Willow Oaks School and Belle Haven School be locations for LFLs.
- Aldora Lee requested information regarding liability for the maintenance of LFLs after installation. Chair Leep closed public comment.

Interim Library Services Director Reinhart stated that once applications were approved, the Library would provide the "box", and the Friends of the Library would provide a starter set of books. Also, the homeowner would be responsible for maintaining the LFL.

ACTION: Motion/second (Leep/Hadrovic) to approve pilot of Little Free Library program; to direct the

Library to request funds from the Friends of the Library and the Library Foundation; and to return to the Commission with selection criteria, passed 4-0-3 (Chambers, Lemons, and Pandey absent).

- D3. Discuss and consider changing the date and location of the January 2019 Library Commission meeting, and the date of the February 2019 Library Commission meeting

The Commission discussed the proposed schedule and made adjustment to account for holidays as well as location changes.

ACTION: Motion/second (Bugna/Cohen) to hold the January 2019 Library Commission at the branch library January 28 and to hold the February 2019 Library Commission meeting February 25 passed 4-0-3 (Chambers, Lemons, and Pandey absent).

- D4. Review/update Commission agenda schedule

The Commission discussed the addition of a High School representative to the Commission, adding a parking lot discussion and Commission and City Council goals to a future agenda.

E. Informational Items

- E1. Library system improvements project update

Assistant Library Services Director Szegda reported on the schedule for the Belle Haven Space Needs study. Focus groups are scheduled for November 28 and 27, and a Community Meeting is scheduled for December 13 at the Senior Center. Commissioner Cohen asked that the Library extend the outreach provided during the Neighborhood Needs Assessment, particularly to faith organizations and schools.

- E2. Report from Library staff

Assistant Library Services Director Szegda reported on the schedule for the Bella Haven Space Needs study. Focus groups are scheduled for November 28 and 27, and a Community Meeting is scheduled for December 13 at the Senior Center. The Commission requested extending Library outreach during the Neighborhood Needs Assessment.

F. Commissioner Reports

- F1. Individual commissioner reports

- Commissioner Hadrovic reported on the Parks and Recreation Master Plan Oversight Committee meeting she attended. There was a lot of focus on teen spaces and services to teens, transition spaces (from inside to outside), utilizing underused outdoor spaces, and the Onetta Harris complex. She received confirmation that the Library was coordinating with the Community Services and the Public Works department on the Space Needs Study in Belle Haven.
- Commissioner Bugna shared an October 31 Almanac letter to the editor that had a positive take on libraries.
- Commissioner Cohen: currently reading "Being Mortal" by Gawande and collected poetry by Leonard Cohen
- Szegda: reading "Cold Dish" by Craig Johnson
- Chair Leep: reading "In Search of Us" a YA novel

- Reinhart: reading “Looking for Alaska” by John Green in a new format – FlipBackBook by Dwarsligger – compact size, reads top to bottom like a flipbook

H. Adjournment

Chair Leep adjourned the meeting at 7:50 p.m.