



## REGULAR MEETING MINUTES

Date: 8/17/2020  
Time: 6:30 p.m.  
Menlo Park Library  
800 Alma St., Menlo Park, CA 94025

**Special Meeting Location: Zoom.us/join – ID# 971 5664 2294**

### A. Call to Order

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

### B. Roll Call

Present: Bunyagidj, Cohen, Erhart, Guha, Hadrovic, Leep, Tran  
Absent: None  
Staff: Library Services Director Reinhart, Assistant Library Services Director Szegda,

### C. Public Comment

None.

### D. Regular Business

D1. Approve minutes from the July 20, 2020 Library Commission meeting

**ACTION:** Motion and second (Leep/Cohen) to approve the minutes, passed unanimously.

D2. Assign Commission liaisons to other affiliate groups

Assistant Library Director Szegda gave a short presentation on the past practice of assigning Library Commission members as informational liaisons to library affiliate groups.

- Pam Jones commented that the Menlo Park Historical Association was conducting physically distanced board meetings held at member residences.

**ACTION:** Motion and second (Hadrovic/Leep) to direct the staff liaison to reach out to affiliate groups to confirm meeting dates and times and return for discussion at September Library Commission meeting, passed unanimously

D3. Review/Discuss: Belle Haven Community Center and Library project updates

Assistant Library Director Szegda gave a brief update on the project, which has been delayed by the pandemic.

D4. Review/Discuss: Subcommittee report on Library Commission work plan

The Commission discussed the draft work plan presented by the subcommittee, and made minor changes to work plan item number five to read: "Establish a plan and timeline to periodically receive staff presentations and reports about major Library service areas and programs and Commissioner liaison reports about affiliates."

**ACTION:** Motion and second (Leep/Bunyagidj) to recommend the amended work plan to the City Council for approval passed unanimously.

D5. Review/Discuss: Library services during the COVID pandemic

Assistant Library Director Szegda gave an update on the library's service adaptations to the COVID pandemic.

- Pam Jones spoke on the need for the City to plan on responding to extreme heat events, in support of the Seed Library program, and requested the library to publicize its events on NextDoor and other social media channels.

Commissioner Bunyagidj asked that the Beechwood School newsletter and the Facebook Mobile Market be added as communication channels.

**NO ACTION TAKEN**

D6. Review/update: Library Commission agenda calendar

**ACTION:** By acclamation, the following items were added to the Commission's agenda calendar:

- September – revisit Commission assignments of informational liaisons to library affiliate groups

**E. Informational Items**

E1. Receive and file: Library and Community Services department updates

Library Director Reinhart made the presentation.

**F. Individual Commissioner Reports**

No reports.

**G. Adjournment**

Chair Hadrovic adjourned the meeting at 7:30 p.m.

Nick Szegda, Assistant Library Services Director

Minutes approved at the September 21, 2020 Library Commission meeting.