REGULAR MEETING AGENDA

Date: 3/15/2021
Time: 6:30 p.m.
Regular Meeting Location: Zoom.us/join – ID# 971-5664-2294

NOVEL CORONAVIRUS, COVID-19, EMERGENCY ADVISORY NOTICE On March 19, 2020, the Governor ordered a statewide stay-at-home order calling on all individuals living in the State of California to stay at home or at their place of residence to slow the spread of the COVID-19 virus. Additionally, the Governor has temporarily suspended certain requirements of the Brown Act. For the duration of the shelter in place order, the following public meeting protocols will apply.

Teleconference meeting: All members of the Library Commission, city staff, applicants, and members of the public will be participating by teleconference. To promote social distancing while allowing essential governmental functions to continue, the Governor has temporarily waived portions of the open meetings act and rules pertaining to teleconference meetings. This meeting is conducted in compliance with the Governor Executive Order N-25-20 issued March 12, 2020, and supplemental Executive Order N-29-20 issued March 17, 2020.

- How to participate in the meeting
  - Access the meeting real-time online at:
    Zoom.us/join – Regular Meeting ID #971-5664-2294
  - Access the regular meeting real-time via telephone at:
    (669) 900-6833 Regular Meeting ID #971-5664-2294

    Press *9 to raise hand to speak

Subject to Change: Given the current public health emergency and the rapidly evolving federal, state, county and local orders, the format of this meeting may be altered or the meeting may be canceled. You may check on the status of the meeting by visiting the City's website www.menlopark.org. The instructions for logging on to the Zoom webinar and/or the access code is subject to change. If you have difficulty accessing the Zoom webinar, please check the latest online edition of the posted agenda for updated information (menlopark.org/agenda).

Regular Meeting (Zoom.us/join – ID# 971-5664-2294)

A. **Call to Order**

B. **Roll Call**

C. **Public Comment**

D. **Regular Business**

D1. Approve minutes from the February 22, 2020 Library Commission special meeting (Attachment)

E. **Informational Items**

E1.   Summary of other libraries' responses to COVID-19 (Staff Report 2021-012-LC)

E2.   Upcoming City Council consideration of objective criteria to guide facility reopening, service restoration, and reactivation of programs and events (Staff Report 2021-014-LC)

E3.   City Council Direction on cost recovery policy (City Council Procedure #CC-10-001), library overdue fines and recreation user fees (Staff Report 2021-015-LC)

E4.   MPCC project updates

E5.   Review/Update: Library Commission agenda calendar (Attachment)

F.   Commissioner Reports

F1.   Individual Commissioner reports

G.   Adjournment

At every Regular Meeting of the Commission, in addition to the Public Comment period where the public shall have the right to address the Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the Commission's consideration of the item.

At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item. For appeal hearings, appellant and applicant shall each have 10 minutes for presentations.

If you challenge any of the items listed on this agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Menlo Park at, or prior to, the public hearing.

Any writing that is distributed to a majority of the Commission by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available by request by emailing the city clerk at jaherren@menlopark.org. Persons with disabilities, who require auxiliary aids or services in attending or participating in Commission meetings, may call the City Clerk's Office at 650-330-6620.

Agendas are posted in accordance with Government Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the City website at menlopark.org/agenda and can receive email notification of agenda and staff report postings by subscribing to the "Notify Me" service at menlopark.org/notifyme. Agendas and staff reports may also be obtained by contacting City Clerk at 650-330-6620. (Posted: 3/11/2021)

SPECIAL MEETING MINUTES - DRAFT

Date: 2/22/2021
Time: 6:30 p.m.
Menlo Park Library
800 Alma St., Menlo Park, CA 94025

Meeting Location: Zoom.us/join – ID# 976 8438 5934

A.   Call to Order

Chair Hadrovic called the meeting to order at 6:31 p.m.

B.   Roll Call

Present: Bunyagidj, Cohen, Erhart, Guha (arrived at 6:35 p.m.), Hadrovic, Leep (arrived at 7:01 p.m.)
Absent: None
Staff: Library and Community Services Director Reinhart, Assistant Library Services Director Szegda

Chair Hadrovic announced that former Commissioner Tran had moved out of Menlo Park and so had resigned her position on the Commission.

C.   Regular Business

C1.   Approve minutes from the January 25, 2021 Library Commission meeting

ACTION: Motion and second (Guha/Bunyagidj) to approve the minutes from the January 25, 2021 Library Commission meeting, passed 5-0-1 (Commissioner Leep not yet arrived).

C2.   Discussion: Rebuilding Library and Community Services for post-COVID operations
(Staff report 21-008 LC)

Director Reinhart gave a brief presentation (attached) and provided an update to the Commission on the department's plans for service reactivation.

NO ACTION TAKEN

C3.   Review/Update: Library Commission agenda calendar

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

- March 2021 – Commission update to City Council (If required)
- March 2021 – Commission work plan discussion (pending Council goal setting)
- March 2021 – Best practices report – library services and volunteers during the pandemic

D.   Informational Items

D1.   Department updates

Assistant Director Szegda provided an update on library services and programs, including a brief report on the status of the adult literacy program, Project READ

D2.   Update: Menlo Park Community Campus project

Assistant Director Szegda provided an update on the project, and directed Commissioners to two recent staff reports concerning the design and layout of the proposed pool.

D3.   Update on potential new library enterprise technology system

Assistant Director Szegda provided an update on the City Council's decision to remain in the Peninsula Library System and to forego the purchase of new library software at this time.

F.   Individual Commissioner Reports

Chair Hadrovic reported on the activities of the Library Foundation, and their efforts to expand their board and increase community engagement in preparation for their fundraising efforts.

Chair Hadrovic reported that the application period for those wishing to serve on Commissions is now open and ends April 16. The Library Commission will have two vacancies (one resignation and one term ending

G.   Adjournment

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

Nick Szegda, Assistant Library Services Director

REIMAGINE
REBUILD
REACTIVATE

Pivoting to a post-COVID world

REBUILDING LCS

WHERE

… we've been

… we are

… we're going

PHASES

Jun '20 - Jan '21	LCS strategic plan update
Jan '21 - Jun '21	"Rebuilding LCS" planning
Jul '21 - Jan '22	Phased-in reactivation
Jan '22 - Jun '22	Evaluation, refinement
Jul '22 - Jan '23	MPCC operations planning
Jan '23 - Mar '23	MPCC start-up of operations

TIMELINE

"How did it get so late so soon?"
— Dr. Seuss

2021

January to March

- Strategic plan update
- Enterprise technology platform and library consortium membership
- Aquatics contract extension – Burgess
- Cost recovery policy update
- Council study sessions
- FY 2021-22 budget process begins

April to June

- Diversity, equity, inclusion, accessibility
- Facilities and program delivery assessments
  - Gymnastics
  - Rec center, gym, athletic fields
  - Childcare
  - Library
  - MPCC interim services (seniors, youth center, OHCC)
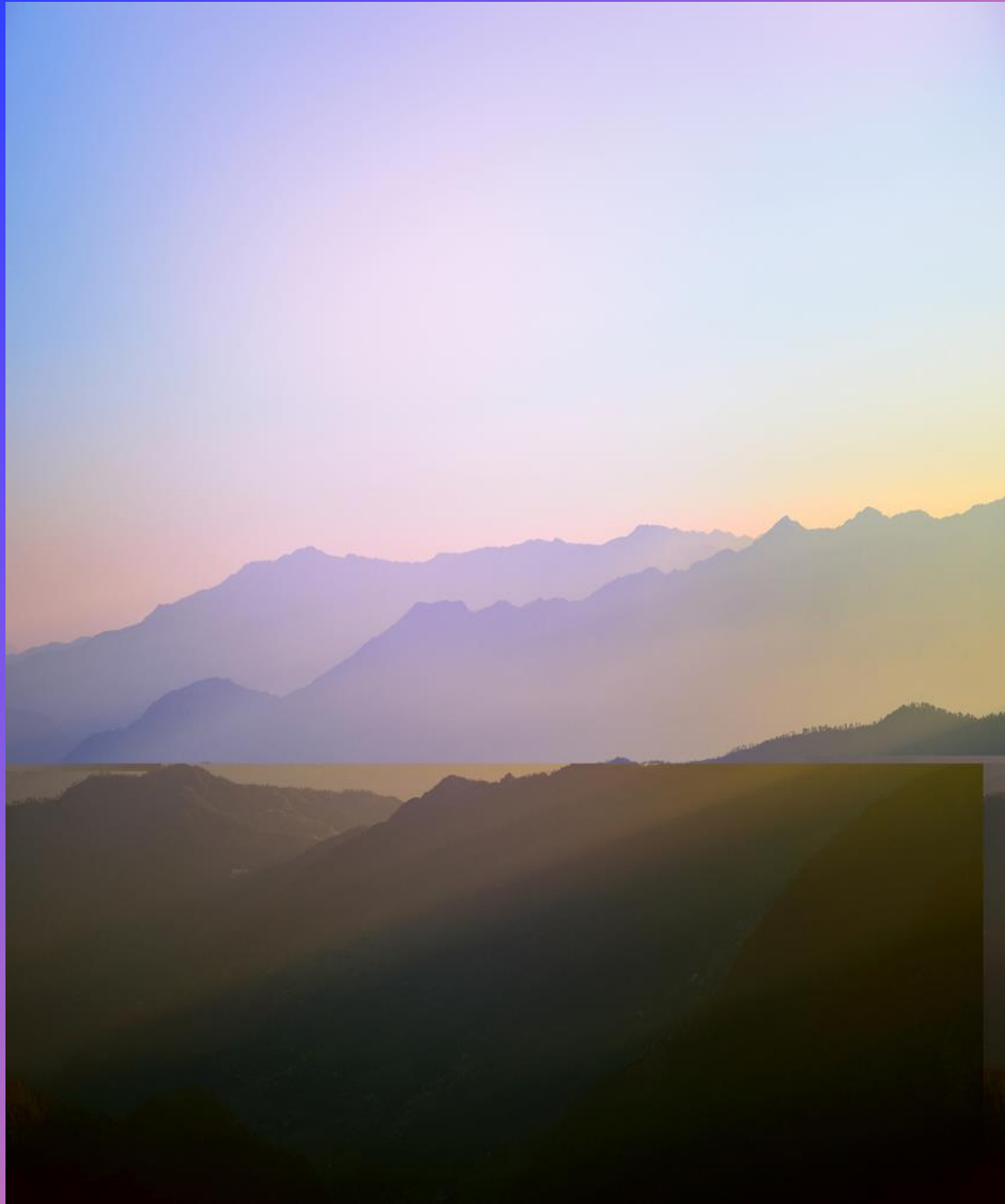- FY 2021-22 budget adoption

2021

July to September

- Service adaptation plan implementation – Q1
- Hybrid onsite / remote
- Lower-risk activities
- 100% remote

- Strategic plan 6-month review
- Performance plan updates

October to December

- Service adaptation plan implementation – Q2
- Hybrid onsite/remote
- Medium- and higher-risk activities
- 100% remote

- Onsite staff retreat

2022

January to March	April to June	July to September	October to December
Evaluate and refine service adaptation plan Initiate MPCC operations planning	MPCC operations - community engagement FY 2022-23 budget adoption	Phase 1 – MPCC operations plan implementation - Staffing - Public engagement - FF&E - Policy/Procedure	Phase 2 – MPCC operations plan implementation MPCC interim services wind down, prep for move-in

You can have it all. Just not all at once.

Oprah Winfrey
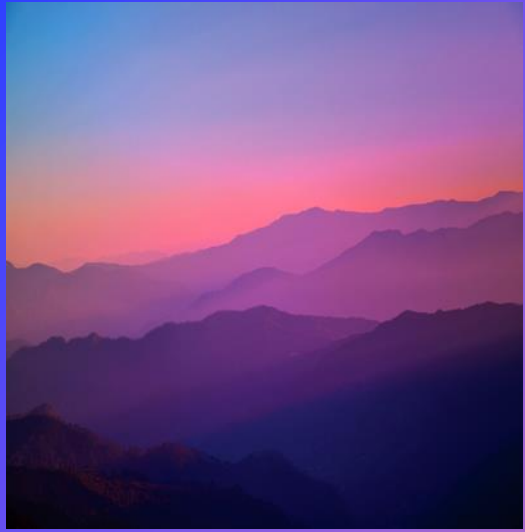
Alone we can do so little; together we can do so much.

Helen Keller

STAFF REPORT

Library Commission
Meeting Date: 03/15/21
Staff Report Number: 21-012-LC

Informational Item: Summary of other libraries' responses to COVID-19

Recommendation
Staff recommends that the Library Commission review this report

Policy Issues
The Library Commission is charged primarily with advising the City Council on matters related to the maintenance and operation of the City's libraries and library systems.

Analysis
Library and Community Services staff stay connected with colleagues in other libraries through membership in and participation with local, regional and national organizations, all of the above provide rich opportunities for LCS staff members to connect with and learn from their colleagues.

- The Peninsula Library System's (PLS) Administrative Council is made up of the directors of PLS member libraries and PLS administrative staff. The group meets regularly, and with increased frequency since the pandemic began has met to specifically discuss COVID issues and responses, share information and best practices.

- Working groups within PLS (e.g. the Info Services Committee, the Children's Committee, and the Circulation Committee) all meet monthly to coordinate service responses system-wide, and to share individual library practices.

- The Pacific Library Partnership (PLP) is comprised of city, county, and academic libraries in the counties of Alameda, Contra Costa, San Francisco, San Mateo, Monterey, Santa Cruz, and San Benito, and Santa Clara County. PLP provides forums for COVID response discussions among library staff across these regions. Statewide organizations include California State Library and California Library Association.

- Nationwide organizations include the Institute of Museum and Library Services and OCLC. And perhaps the best-known is the American Library Association (ALA) and its myriad interest groups. ALA has produced a robust compendium of Covid-19 Recovery resources to support and advise libraries as they move through the multiple challenges of reactivation, recovery and reinvestment. (Attachment A)

Libraries have taken a wide variety of responses to the pandemic, depending on local needs, resources, and circumstances. A summary of common responses categorized by type is given below:

Availability of online materials and services
Increased spending on currently available E-resources
Subscriptions to new E-resources
Increased reference services by chat and phone

Availability of physical materials
Curbside pickup of library materials (both by appointment and walk-up)
Drive-up or drive-through pickup services
Delivery of library materials by mail
Appointments for lobby service (limited entry to facility, limited browsing collection)
Open service with reduced service hours, social distancing, increased cleaning, and mask requirements
Grab bags of pre-selected materials

Programming
Virtual storytimes (live and pre-recorded)
Virtual discussion groups
Virtual lectures and presentations
Virtual performances
Virtual museum tours and visits (live)
Virtual exhibitions (including multimedia components)
Story walks

Literacy Services
Virtual one-to-one tutoring
Virtual group classes or discussion groups
Electronic language learning tools for individual use (e.g. Mango, Pronounciator)

Friends of the Library Organizations
Drive through donation events
Shopping events by appointment

REALM Project
OCLC, the Institute for Museum and Library Services, and Battelle (a private, nonprofit laboratory) have partnered to form the REALM project (Reopening Archives, Libraries, and Museums). REALM produces science-based information about how materials can be handled to mitigate COVID-19 exposure to staff and visitors of archives, libraries, and museums. REALM also provides literature review on research into the spread of COVID, and planning and best practices documents for the library and museum community (Attachment B).

Next Steps
LCS staff, in dialogue with the Library Commission, community members, and volunteer partners will continue to monitor other library practices and procedures and adapt the services to meet community needs in a challenging and rapidly evolving "new normal."

Attachments
A. American Library Association – COVID-19 Recovery page. Hyperlink: http://www.ala.org/tools/covid-19-recovery
B. REALM Project – Reopening considerations for libraries

Report prepared by:
Nick Szegda, Assistant Director of Library Services

Report reviewed by:
Sean Reinhart: Director of Library and Community Services

Reopening considerations for LAMs
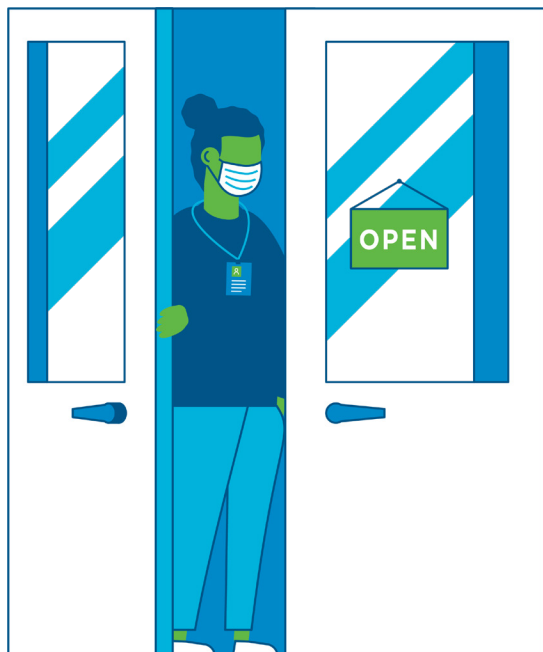
When creating reopening plans or revising protocols to meet current conditions, reviewing what other institutions are doing can be helpful. This document synthesizes reopening plans that have been generously shared by archives, libraries, and museums (LAMs). Access to a full collection of reopening plans, sorted by category and content, is available on the REALM website.

Reducing the risk of exposure to COVID-19 by cleaning and disinfecting spaces and materials should be considered as part of a reopening plan. Consult the REALM guide for resources on quarantining, cleaning, and disinfecting.

1. PREPARING STAFF AND VENDORS

1.1 DEFINING PRIORITIES AND ROLES

Consider establishing a reentry task force to clarify immediate, mid-range, and long-term objectives. How will staff responsibilities and expectations change? These considerations might include:

- Hygiene expectations
- Mask wearing
- Health screening
- New cleaning responsibilities
- "A" and "B" staff rotation shifts
- Reporting to work, including time clock use
- Reporting sickness, travel, or possible exposure
- How policies apply to volunteers and interns

1.2 ORIENTATION ABOUT NEW OPERATING PROTOCOLS

Consider establishing regular orientations and information sharing. How will staff trainings change? New topics might include:

- Social distancing protocols

- Visitor and staff mask-wearing policies and how they will be enforced

- How to greet and communicate with visitors while wearing a mask

- What personal protective equipment (PPE) the institution will provide and how it will be distributed to staff

- Proper use and disposal of PPE

- Personal hygiene practices, such as respiratory etiquette, hand-washing techniques, and hand sanitizer use

- Sanitization/cleaning procedures, including safe use of disinfectant chemicals

- De-escalation techniques for handling confrontational/noncompliant visitors

- Staff quarantine procedures and how to call in sick

- Any changes to existing resources, such as point-of-sale systems or shared drives

- For museums: consider how to perform health screening for visitors, if applicable

- For museums: consider how to report and handle sick visitors

1.3 SECURING EMPLOYEE WELL-BEING

How will staff needs change? Consider:

- Providing for employee mental health needs; refer to Mental Health America's Mental Health and COVID-19 Information and Resources

- Who on staff will answer employee questions about COVID-19

- How to accommodate social distancing in shared spaces

- Physical barriers between staff and visitors

- How to handle vulnerable employees

- How to manage staff who work in close quarters around collections items

- Practicability of regular and accessible testing, whether on-site or via local health partners

- How to address employee concerns about privacy and vulnerability

- Limiting and defining areas where staff congregate (break rooms, etc.)

- Suspending use of shared staff appliances

- Protocols for transport to and from work if staff are using public transportation

1.4 PREPARING VENDORS

How will vendors be handled? Consider:

- How and when vendors will access your facility

- Which parts of the facility vendors can access

- Expectations about health screenings

- Expectations about virtual vs. in-person meetings

- Expectations regarding changes in vendor business practices

- Differences in safety protocols for vendors versus staff, if needed

- How to communicate expectations to vendors

1.5 VISITOR POLICIES FOR MUSEUMS

What procedures will be used to support visitor health? Consider:

- Whether to perform in-person health screenings on visitors, require that visitors perform a self-screening before arrival, or take any other measure(s) of visitor health

- Installing physical barriers between visitors and staff

- Increasing access to sanitizer or hand-washing stations

- Whether to accept cash payments

- How the point of sale can be modified to increase safety

2. FACILITY CONSIDERATIONS

21. REOPENING METHODOLOGIES

What factors will determine when and how facilities can be reopened? How will operating procedures be adjusted to meet current conditions? Think about:

- Number and definition of phases, if full reopening is not currently possible

- What metrics will be used to determine the current phase of operation

- Which outside guidelines and regulations need to be considered in the development of reopening/operating phases

- How divisions within the organization are affected by each phase

- How changes in phases or policies will be communicated internally and externally

- Actions associated with each phase and who is responsible for executing them

- How reopening phases will impact program and service offerings (see the "Adapting programs and services" section below)

2.2 CAPACITY AND HOURS

How will the capacity and hours of operation change to create a safe and positive visitor experience? Consider:

- Reducing hours to decrease staff exposure

- Expanding hours to spread demand, resulting in fewer visitors on site at a time

- How to calculate the capacity of the facility (square footage, visitors per hour, etc.) and what guidelines or regulations to consider when setting the capacity

2.3 QUARANTINING AND CLEANING PROTOCOLS

Coronaviruses on surfaces and objects can die naturally within hours to days. Check REALM test results for information on how long the virus lasts on different materials, which can help to inform quarantining procedures. Warmer temperatures and exposure to sunlight can reduce the time the virus survives on surfaces and objects. Find out more in the REALM literature review.

Collections and heritage materials require more specialized care than public space fixtures and furnishings. Check the REALM website for resources on library materials handling and quarantine, disinfection, and cleaning of museum collections and exhibits.

How will the existing cleaning regimen change to reduce the risk of transmission? Consider:

- Different cleaning strategies for public spaces versus historical assets (review REALM's cleaning considerations)

- Who on staff will be responsible for cleaning what, what training they will receive, and how to ensure they have ready access to cleaning supplies

- Establishing containers where contaminated objects can be placed by visitors or staff, indicating that they need to be cleaned or disinfected

- Establishing a regular cleaning schedule for different tasks: continuous, daily, weekly, etc

- Empowering visitors to clean before and after they use shared devices or interactive exhibits by making wipes or other cleaning materials available

2.4 AMENITIES

What amenities in the facility could be a site for possible transmission? Can the approach to using these amenities be changed to reduce risk? Think about these spaces:

- Elevators: Can visitors be encouraged to use the elevator one family group at a time?

- Doors: Can they be propped open to reduce the number of hands that touch them?

- Restrooms: Can visitors be encouraged to use the restroom one family group at a time? Consider installing touch-free soap dispensers and automatic hand dryers

- For museums: consider installing lockers. Would making lockers available reduce the number of personal items brought into the galleries? Can staff be available to clean lockers between visitors, or can they be provided with the caveat that they are not cleaned?

2.5 VISITOR FLOW AND ACCESS

How will the visitor experience be altered to encourage social distancing and eliminate bottlenecks? Consider:

- Where visitors tend to congregate and why; if there is a spot where visitors consistently stop to take photos or enjoy an experience, consider installing queue markers on the ground to encourage distancing

- Spreading, dividing, or providing multiple points of access

- A phased approach to reopening spaces to visitors

- Establishing one-way pathways

- Temporarily closing small spaces that don't allow for social distancing or that have a single entrance and exit

- Arranging public furniture in accordance with physical distancing guidelines

- Using floor decals in areas where queuing is likely

- Instituting minimum six-foot distance between nonfamily members

- For museums: consider developing a visitor experience narrative to help with planning
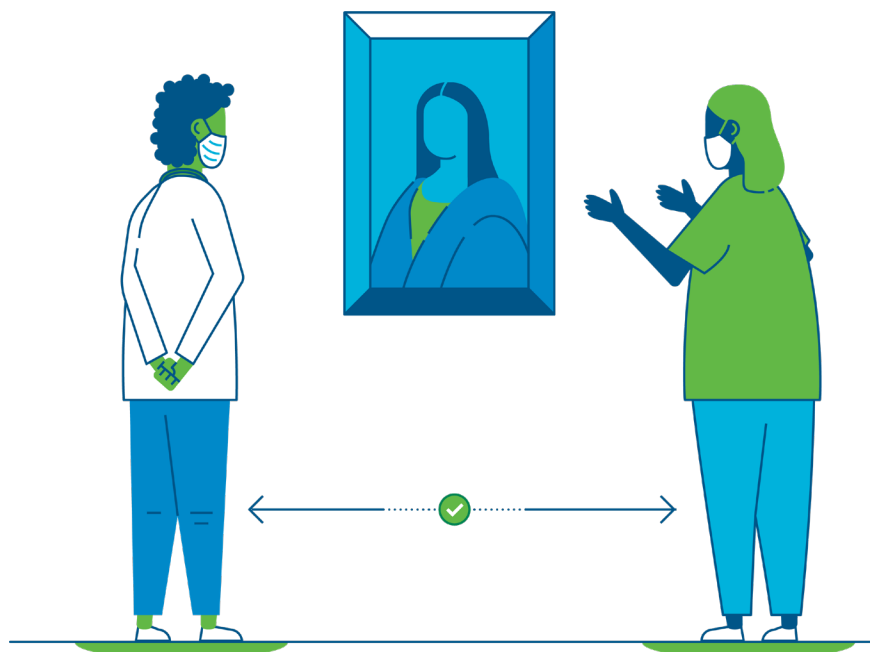
2.6 PROTECTIONS AND PARTITIONS

- What changes can be made to promote physical distancing in the facility? These might include: Reconfiguring workspaces to create more distance between employees

- Installing plexiglass partitions at welcome desks, office cubicles, computer stations, etc.

- Placing retractable belt barriers/stanchions in queuing areas

2.7 LIMITING USE OF AUDITORIUMS, EDUCATION SPACES, AND EVENTS

Which spaces in the facility should be closed or limited to allow for social distancing? Consider:

- Offering take-home activity kits in lieu of group workshops

- Suspending large events until further notice

- Reviewing REALM resources on virtual programming and the "Adapting programs and services" section below

3. COMMUNICATING

Coordinate reopening policies and language with local/regional cultural organizations to maximize effective communication. Libraries can consider coordinating cross-communication with other public agencies, and addressing compliance with ADA and OSHA guidelines, including those relating to discriminatory practices.

3.1 INFORMING STAFF

How will information about COVID-19 protocols and procedures be communicated internally? Consider making a plan for:

- Offering staff training on new protocols and procedures

- Explaining new procedures and protocols on all internal communication channels, including data protection and storage protocols

- Establishing who on staff is responsible for what forms of communication and the process for producing and disseminating information

3.2 INFORMING THE PUBLIC

How will information about COVID-19 protocols and procedures be communicated externally? Consider:

- Reinforcing expectations and providing reassurance throughout the visitor experience through signage and staff interaction

- Establishing targeted communications channels (social media, newsletters, websites) to pool pandemic-related information and provide updates

- Publishing and explaining new procedures and protocols on all external media channels to help manage expectations Informing pertinent public agencies about your practices

- Informing pertinent public agencies about your practices

- Coordinating reopening policies and language with local/regional cultural organizations to maximize effective communication

- For libraries: consider the library's role more generally as a public information point vis à vis public health

- For libraries: consider issuing alerts to notify the public of changes to pandemic response status

- For libraries: consider establishing a patron tip line for feedback and to instill confidence in institutional response

3.3 SIGNAGE

- What signage is necessary to communicate with visitors on site? Signage may include:

- Visitor directions for entry and exit points and one-way flow

- Where and how to wash or sanitize hands

- Social distancing reminders on floors and walls, especially at queues and exhibit elements

- External orientation signage at initial access points

- Signage regarding cleaning protocols

4. ADAPTING PROGRAMS AND SERVICES

4.1 RESTRUCTURING PROGRAMS AND EXPERIENCES

Which experiences could be modified to reduce the risk of transmission? Consider:

- Offering virtual access to galleries, archives, and other spaces

- Offering virtual tours, programs, camps, and other experiences

- Reviewing the REALM resources on virtual programming

- Establishing capacity limits, distancing protocols, and sanitation procedures for in-person programs

- Updating program restrictions by phase

- For museums: consider hanging docent interpretation to allow for more distance between docents and visitors or providing a phone number for docents to answer visitor questions

4.2 MUSEUM MEMBERSHIP

What changes will be made to memberships? Some museums have tried:

- Extending memberships to cover any lost time due to closures

- Adding member-only days or times to spread demand and add value to membership

4.3 LIBRARY COMMUNITY ROOMS AND MUSEUM RENTALS

How will policies and procedures on rentals/room reservations be handled during this time? Consider:

- Attendance limits and how they will be enforced

- Permitted amenities and which rental amenities should be temporarily omitted

- Planning space layouts to permit social distancing

- Special cleaning considerations after room use

- For museums: consider opportunities to provide for micro-weddings and similar small events

- For museums: consider allowing private field trips and family groups through group reservation rate

RESOURCES

https://www.oclc.org/realm/resources.html
https://www.oclc.org/realm/resources/cleaning-considerations.html
https://mhanational.org/covid19
https://www.oclc.org/realm/research.html
https://www.oclc.org/realm/research.html#research-documentation
https://www.oclc.org/realm/resources/handling-protocols-and-procedures.html
https://www.oclc.org/realm/resources/quarantine-disinfection-museums.html
https://www.osha.gov
https://www.oclc.org/realm/resources/virtual-programs-roundup.html
https://www.ada.gov
https://www.osha.gov

STAFF REPORT

To:	**Library Commission**
	Parks and Recreation Commission

Meeting Date:	**03/15/2021**
Staff Report Number:	**21-014-LC**

Informational update:	**Upcoming City Council consideration of objective criteria to guide facility reopening, service restoration, and reactivation of programs and events**

Recommendation

Staff recommends that the Commission review and comment on the March 9 staff report to City Council, "Upcoming City Council consideration of objective criteria to guide facility reopening, service restoration, and reactivation of programs and events" (Attachment A).

Attachment

A. March 9, 2021 staff report. Hyperlink:

https://www.menlopark.org/DocumentCenter/View/27558/H2-20210309-CC-Facility-reopening-guide

Prepared by:
Nick Szegda, Assistant Director of Library Services

STAFF REPORT

To:	**Library Commission**
	Parks and Recreation Commission

Meeting Date:	**03/15/2021**
Staff Report Number:	**21-015-LC**

Informational update:	**City Council direction on cost recovery policy (City Council Procedure #CC-10-001), library overdue fines and recreation user fees**

Recommendation

Staff recommends that the Commission review and comment on the March 9 staff report to City Council, "City Council direction on cost recovery policy (City Council Procedure #CC-10-001), library overdue fines and recreation user fees" (Attachment A).

Attachment

A. March 9, 2021 staff report to the City Council. Hyperlink:

https://www.menlopark.org/DocumentCenter/View/27556/G4-20210309-CC-Cost-recovery-policy-library-fines-recreation-fees

Prepared by:
Nick Szegda, Assistant Director of Library Services

City of Menlo Park Library Commission
2021 Tentative Agenda Schedule
Meetings are held at the Main Library at 6:30pm on the third Monday of the month unless otherwise specified.

MEETING DATE	PROPOSED AGENDA TOPICS
November 16, 2020	• City Clerk presentation to Advisory Bodies • Library and Community Services - Strategic Plan 2020 and Beyond • Community Campus project update
December 21, 2020	• No meeting – holiday break
January 25, 2021 4th Monday – 1/18 holiday	• LCS Strategic Plan Update: 2020 and Beyond • Update: Library enterprise technology system • Update: Menlo Park Community Campus project • Update: Library Commission work plan
February 22, 2021 4th Monday – 2/15 holiday	• Library Commission work plan review • Standing item: Rebuilding Library and Community Services for post-COVID operations • Standing item – MPCC updates • Update: Library enterprise technology system • Informational item: draft framework for Commission policy review
March 15, 2021	• Summary of other libraries' responses to COVID-19 • Upcoming City Council consideration of objective criteria to guide facility reopening, service restoration, and reactivation of programs and events • City Council direction on cost recovery policy, library overdue fines, and recreation user fees • MPCC updates
April 19, 2021	• Standing item: Rebuilding Library and Community Services for post-COVID operations • Standing item – MPCC updates •
May 17, 2021	• Standing item: Rebuilding Library and Community Services for post-COVID operations • Standing item – MPCC updates •
June 21, 2021	• Standing item: Rebuilding Library and Community Services for post-COVID operations • Standing item – MPCC updates • Diversity, inclusivity, and equity policy
July 19, 2021	• Election of Chair and Vice Chair • Standing item: Rebuilding Library and Community Services for post-COVID operations • Standing item – MPCC updates •
August 16, 2021	• Joint meeting with Parks and Recreation Commission (services and programs at MPCC facility) • Standing item: Rebuilding Library and Community Services for post-COVID operations • Standing item – MPCC updates •
Unscheduled future items	• *Library Commission semi-annual update to Council* • *Emergency preparedness and safety policy* • *Library department annual report*

Parks and Recreation Commission: Typically meets fourth Wednesday of each month, 7PM
Recurring board meetings of library-related external nonprofit orgs:
Friends of the Library: Typically meets second Monday of each quarter, 1pm.
Library Foundation: Typically meets first Thursday of each month, 6:30pm.
Literacy Partners: Typically meets third Wednesday of each month, 7pm