



## REGULAR MEETING MINUTES

Date: 7/19/2021

Time: 6:30 p.m.

Regular Meeting Location: [Zoom.us/join](https://zoom.us/join) – ID# 971 5664 2294

### A. Call To Order

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

### B. Roll Call

Present: Cohen, Erhart, Guha, Hadrovic, Leep, Velagapudi

Absent: Lee

Staff: Library and Community Services Director Reinhart, Assistant Library Services Director Szegda

### C. Public Comment

None.

### D. Regular Business

D1. Approve minutes from the June 21, 2021 Library Commission meeting

**ACTION:** Motion and second (Hadrovic/ Cohen) to approve minutes from the June 21, 2021 Library Commission meeting, passed 6-0-1 (Lee absent).

D2. Assign Commissioners as informational liaisons to library affiliate groups

Assistant Director Szegda introduced the item.

**ACTION:** By acclamation, the Commission assigned informational liaisons (Attachment). The Commission will revisit the item when Commissioner Lee is in attendance.

D3. Fiscal year 2021-22 budget and library reopening ([Presentation](#))

Assistant Director Szegda made the presentation (Attachment).

D4. MPCC project updates ([Presentation](#))

Assistant Director Szegda made the presentation (Attachment).

- Pam Jones spoke in support of using previously successful outreach methods to the community, to ensure that the community was involved in planning, and that staffing at the new facility reflect the community it was serving.

D5. Onboarding new commission members

Assistant Director Szegda introduced the item.

- Vice Mayor Nash welcomed the new Library Commissioners and expressed appreciation for the resource list.
- Pam Jones spoke in support of the list and suggested extending the practice to other advisory bodies.

## **E. Informational Items**

E1. Review/Update: Library Commission agenda calendar

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

- August – review Commission presentation to City Council
- August – review preliminary work on Commission work plan
- August – revisit informational liaison assignments with Commissioner Lee in attendance

## **F. Commissioner Reports**

Assistant Director Szegda reported on the Friends of the Library board meeting. The library has submitted their funding request to the Friends; accepting donations (Tuesdays and Saturdays, 1 p.m. – 3 p.m.) and book giveaways (Wednesday mornings beginning at 9 a.m.) have resumed.

## **G. Adjournment**

Chair Erhart adjourned the meeting at 7:43 p.m.

Nick Szegda, Assistant Library Services Director

Minutes approved at the August 17, 2021 Library Commission meeting

<b>Affiliate Group</b>	<b>Primary informational liaison</b>	<b>Secondary informational liaison</b>
Friends of the Library	Cohen	
Library Foundation	Hadrovic	Velagapudi
Literacy Partners	Velagapudi	
Menlo Park Historical Association	Hadrovic	Erhart
Parks and Rec Commission	Erhart	Hadrovic

# Attachment B - Presentation



## FY 2021-22 BUDGET AND LIBRARY REOPENING

## LCS APPROVED BUDGET

- City of Menlo Park open government page:  
<https://www.menlopark.org/484/Open-government>
- LCS stories page:  
<https://stories.opengov.com/menlopark/published/XEPDJVYo8>

## SERVICE LEVEL ENHANCEMENTS

- LCS operating budget restored to FY 18-19 levels
- Restoration of library and community services programs and services eliminated due to the pandemic
  - 1.0 FTE Librarian I/II
  - 4.0 FTE Program Assistant
    - 2 x 1.0 FTE
    - 4 x .5 FTE
  - 1.0 FTE Senior Program Assistant (special events)
  - Note: current staffing levels and vacancies, HR capacity
- Gymnastics reactivation – Fall 2021

## LIBRARIES REOPENED TO THE PUBLIC

- Indoor public access at branch and main – July 6
- 40 hours per week
  - Monday – Thursday 12-8
  - Friday/Saturday 10 -6
  - Closed Sunday, Monday, holidays
- Interim services for seniors at main, OHCC recreation classes at branch
- Status report – first two weeks
- Targeting October for expanding open hours



**THANK YOU**





# MPCC PROJECT UPDATES

July 2021

## MPCC PROJECT PAGE

- <https://www.menlopark.org/bellehaven>
  - Project updates (subscription option)
- End of May – June
  - Utility excavations
  - Parking lot modifications
  - Continued access to Kelly Park/Beechwood/Youth Center portables
- April 15, 2021 Town Hall presentation
  - <https://www.menlopark.org/DocumentCenter/View/28004/20210415-MPCC-Town-Hall-meeting-presentation>

## RECENT ACTIVITY

- Facilities closed to public and staff mid-June
  - Construction site
  - Notice board on site, neighborhood mailings
- Community giveaway June 19
  - Equipment and furnishings not needed for interim services or in the new facility
  - Arrangements made with neighborhood non-profits
  - Open house for community re-purposing June 19
- Abatement activities

## UPCOMING SCHEDULE

- August 2021 – October 2021
  - Demolition
  - Incorporating old into new
- Fall 2021
  - Discussions with community on programming at new facility
  - Interior design/FFE
- November 2021 – April 2022
  - Foundations and superstructure
  - Groundbreaking ceremony



**THANK YOU**