



## REGULAR MEETING AGENDA

**Date:** 4/18/2022  
**Time:** 6:30 p.m.  
**Location:** [Zoom.us/join](https://zoom.us/join) – ID# 881 8270 5426

### NOVEL CORONAVIRUS, COVID-19, EMERGENCY ADVISORY NOTICE

Consistent with Government Code section 54953(e), and in light of the declared state of emergency, and maximize public safety while still maintaining transparency and public access, members of the public can listen to the meeting and participate using the following methods.

- How to participate in the meeting
  - Access the meeting real-time online at:  
[Zoom.us/join](https://zoom.us/join) –Meeting ID #881 8270 5426
  - Access the meeting real-time via telephone at:  
(669) 900-6833  
Meeting ID #881 8270 5426  
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](http://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](http://menlopark.org/agenda)).

### Regular Meeting ([Zoom.us/join](https://zoom.us/join) – ID# 881 8270 5426)

- A. Call to Order**
- B. Roll Call**
- C. Public Comment**

Under “Public Comment,” the public may address the Library Commission on any subject not listed on the agenda. Each speaker may address the Library Commission once under public comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Library Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under public comment other than to provide general information.

- D. Regular Business**

- D1. Approve minutes from the March 21, 2022 meeting of the Library Commission ([Attachment](#)) (5 minutes)

D2. MPCC operational plan milestones (Staff report LC-2022-004) (25 minutes)

D3. Revised Library Use Guidelines (Staff report LC-2022-005) (10 minutes)

D4. Discuss presentation opportunities for library affiliate groups (10 minutes)

## **E. Informational Items**

E1. Library Commission agenda calendar (Attachment) (10 minutes)

E2. Department updates (5 minutes)

- Maker space tour opportunity – Redwood City

## **F. Commissioner Reports**

F1. Individual Commissioner reports (10 minutes)

## **H. 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](http://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](http://menlopark.org/notifyme). Agendas and staff reports may also be obtained by contacting City Clerk at 650-330-6620. (Posted: 04/14/2022)



## REGULAR MEETING MINUTES – DRAFT

**Date:** 3/21/2022  
**Time:** 6:30 p.m.  
**Location:** Zoom

### A. Call To Order

Chair Erhart called the meeting to order at 6:42 p.m.

### B. Roll Call

**Present:** Erhart, Hadrovic, Leep, Velagapudi  
**Absent:** Cohen, Lee, Singh  
**Staff:** Library and Community Services Director Reinhart, Assistant Library Director Szegda

### C. Public Comment

None.

### D. Presentations and Proclamations

D1. Presentation – Registration management platform implementation

Assistant Director Szegda made the presentation (Attachment).

D2. Menlo Park Community Campus – Library spaces furnishing layout

Assistant Director Szegda made the presentation (Attachment).

### E. Regular Business

E1. Approve minutes from the February 28, 2022 special meeting of the Library Commission

**ACTION:** Motion and second (Hadrovic/ Velagapudi), to approve minutes from the February 28, 2022 special meeting of the Library Commission, passed 4-0 (Cohen, Lee, and Singh absent).

### F. Informational Items

F1. Menlo Park Community Campus – Draft operation plan milestones (Staff report LC-2022-003)

Director Reinhart introduced the item, which will return as a regular business item at the April or May Library Commission meeting, and as a City Council study session on May 18.

- Pam Jones spoke on the importance of naming the facility to neighborhood residents and on the community driving the creation of the project.

F2. Library Commission agenda calendar (Attachment)

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

- April – discussion on presentation opportunities for library affiliate groups

F3. Department updates

Director Reinhart informed the Commission about a small administrative change to the Library Use Guidelines. The revised guidelines will be brought to the Commission next month.

**G. Commissioner Reports**

G1. Individual Commissioner reports

Chair Erhart reminded Commissioners of the April 13, 2022 deadline to apply to advisory body appointments.

Commissioner Hadrovic reported that the Library Foundation was seeking new board members and was especially interested in applicants from the Belle Haven neighborhood.

Commissioner Hadrovic reported on the activities of the Menlo Park Historical Association, including a refresh of the downtown “Menlo Memories” displays in May, the addition of two new board members, and the restart of the local oral histories project.

**H. Adjournment**

Chair Erhart adjourned the meeting at 8:00 p.m.

Name and title of staff



# RESERVATION MANAGEMENT PLATFORM

Library Commission – March 21, 2022

## BACKGROUND

- The City Council in 2016 approved the Information Technology Master Plan (ITMP)
- The ITMP rated the current registration management platform, eGov as “not optimal,” and recommended replacement
- City Council authorized the implementation of a new platform, PerfectMind, on March 8, 2022
- Staff recognizes that not all residents are comfortable or familiar with online self-service registration systems, and for this reason will continue to provide live telephone and in-person registration support, paper-based documents and information, and training and technical support to residents as needed to ensure that all community members have equitable access to the city programs and resources.

# REGISTRATION MANAGEMENT PLATFORM

- Used by the public to:
  - Find and register for classes, programs, and events
  - Schedule and/or reserve City facilities like picnic areas, tennis courts, athletic fields, and meeting rooms
  - Submit applications and upload documentation
  - Pay fees and manage account profiles
- Used by staff to:
  - Process and account payments
  - Manage registrations, scheduling, and reservations
  - Track and analyze program data
  - Maintain user accounts
  - Integration with other City systems (Finance, IT)





## FEATURES AND CONSIDERATIONS



- Intuitive interface, mobile-friendly
- Ability for users to update and link family member profiles
- Notifications by email or text message
- Robust field, field and class reservation management
- Dedicated childcare enrollment module
- Sport league management tools
- Point-of-sale functionality for drop-in classes and open gym hours
- Flexible and powerful back-end reporting and data analysis
- Detailed account management and communication tools
- Other municipalities that use PerfectMind include: Oakland, Walnut Creek, Sausalito, Santa Rosa, Saratoga, Los Gatos



## REVIEW PROCESS

- City Council approved the ITMP recommending a new platform
- Project implementation team comprised of staff from Library and Community Services, Information Technology, Finance, and the City Manager's Office
- Other municipal jurisdictions provided recently completed analyses and evaluations of the platforms they are using
- Six vendors responded to a request for quotes and made presentations to a multidisciplinary team from recreation, child care, library, IT and finance
- Four potential vendors were moved forward to a second round of more detailed demonstrations
- PerfectMind was identified as the preferred software service provider on the strength of its platform's overall user-friendliness, flexibility, functionality, technical support, customer satisfaction reviews and references, and predictable flat-fee pricing model
- City Council authorized PerfectMind on March 8, 2022

## TIMELINE

- Fall 2021 to March 2022: Review and selection (complete)
- March 8, 2022: City Council approval (complete)
- Spring 2022: Contract execution (in progress)
- Spring/Summer 2022: Implementation
  - Migrate data
  - Setup system parameters
  - Input facilities and programs
  - Launch child care module
  - Train staff
  - Integrate with City systems (web site, IT, Finance)
- Summer 2022: Launch



**THANK YOU**





# MENLO PARK BRANCH LIBRARY

FURNITURE MEETING  
3/09/2022

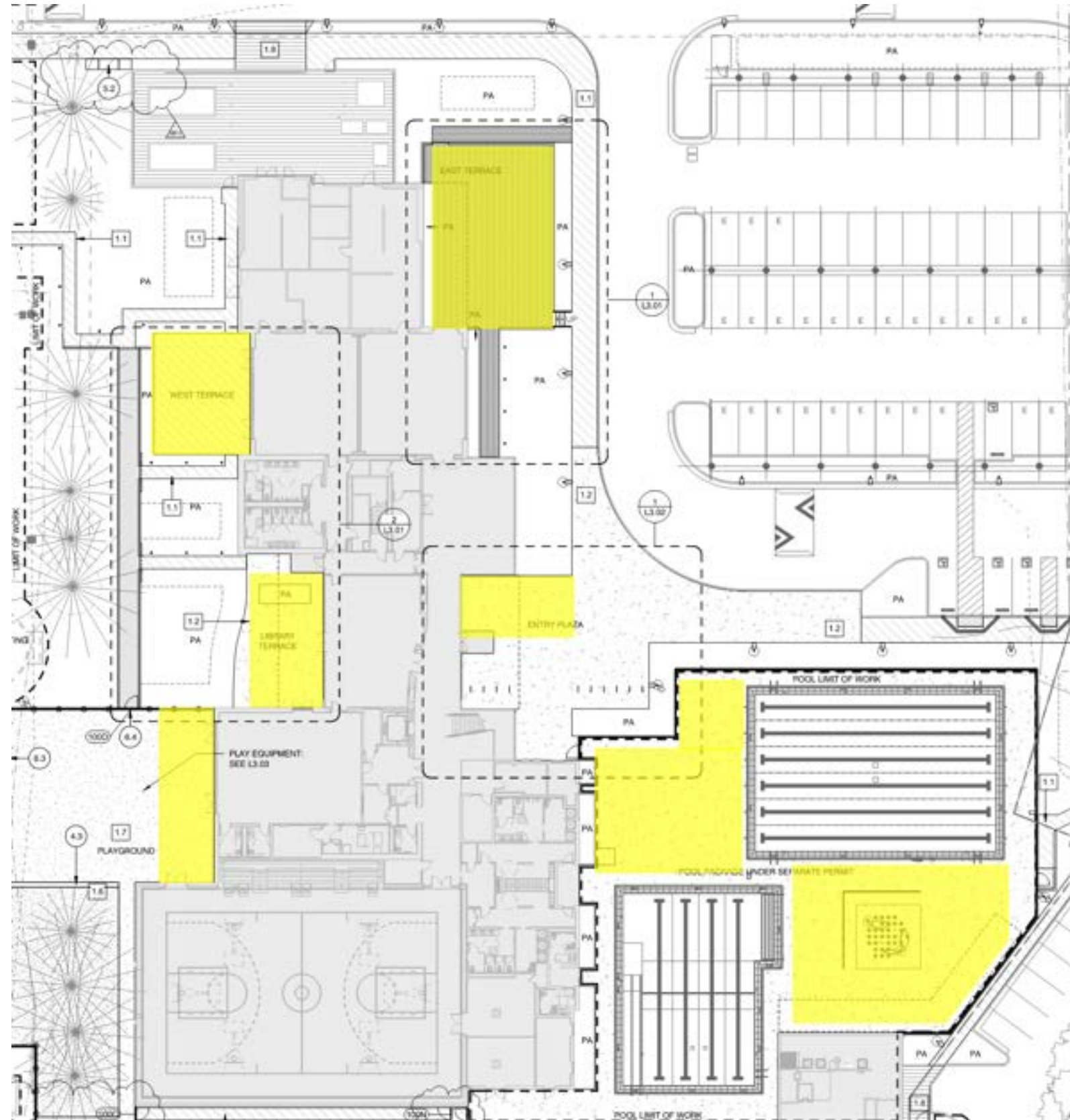
**NOLL  
& TAM**  
ARCHITECTS

PROPOSED LAYOUTS

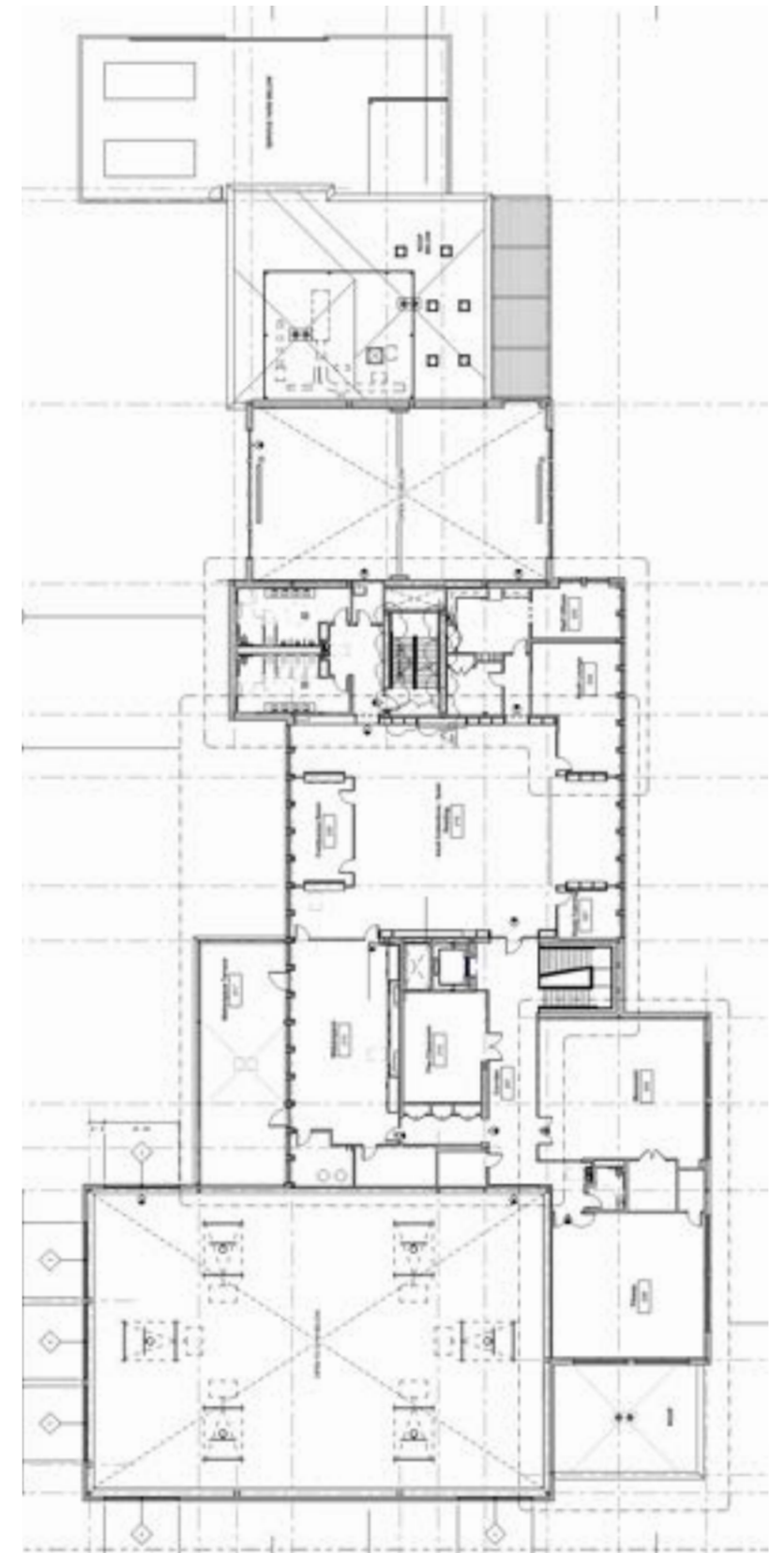
**EXAMPLE FURNITURE TYPES**



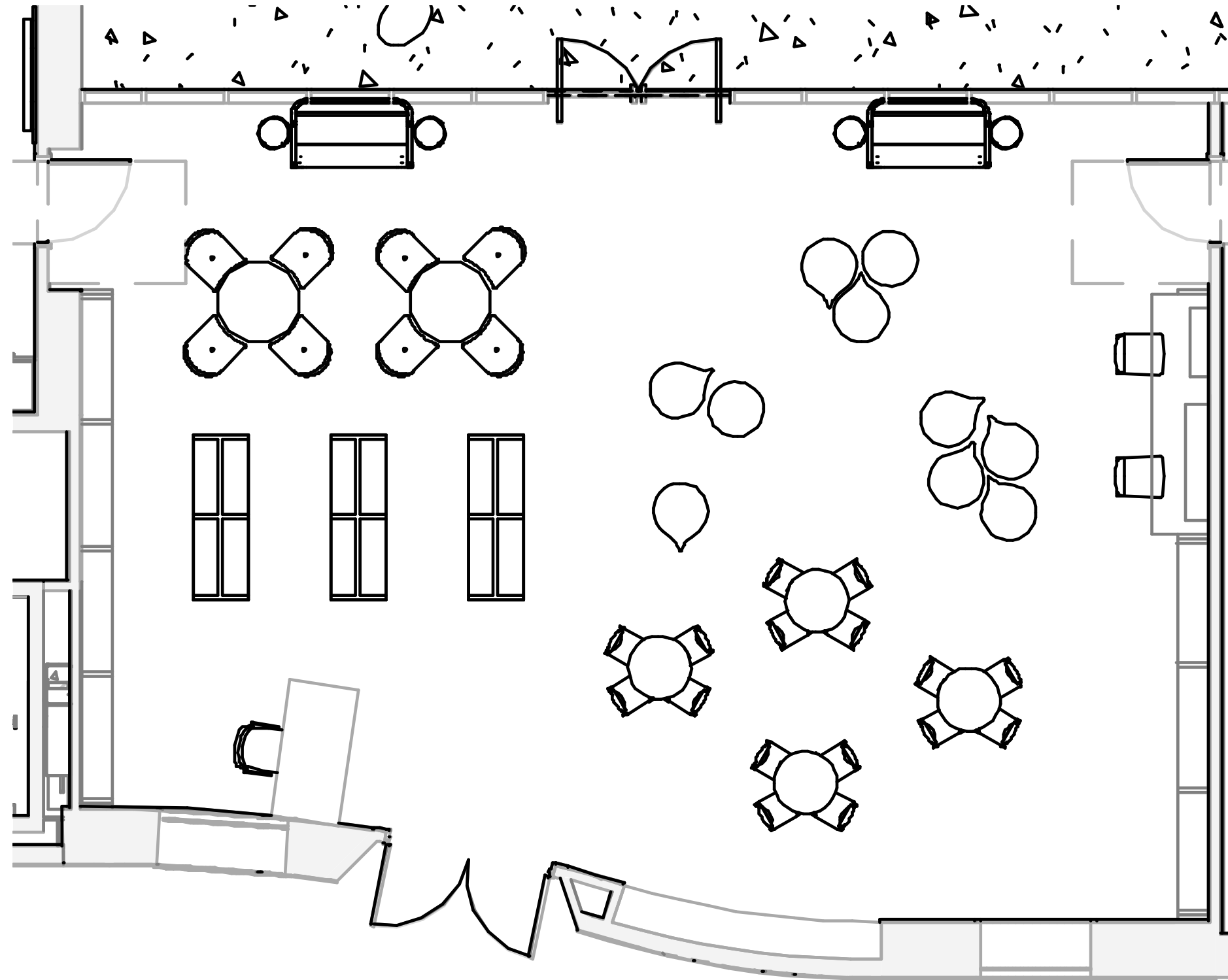
# FIRST FLOOR



# SECOND FLOOR



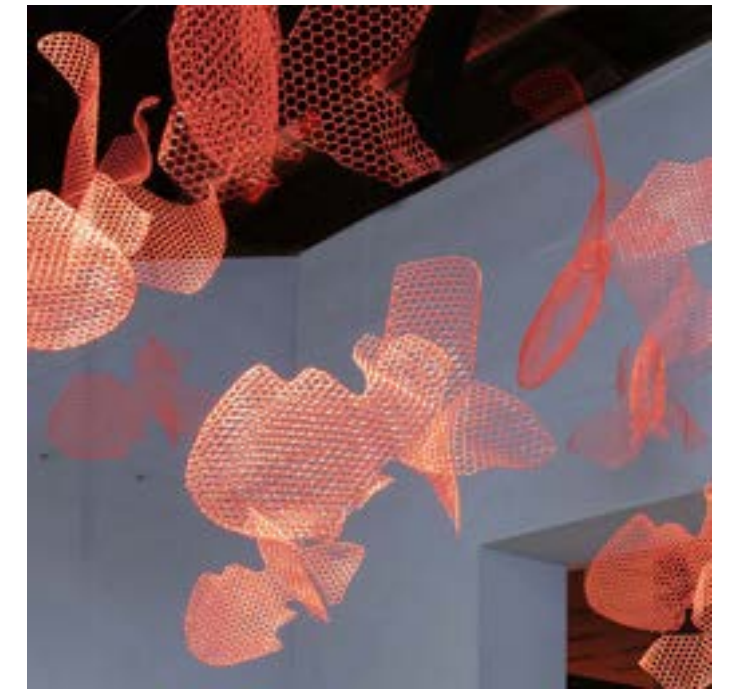
# CHILDREN'S LIBRARY







NAUGHTONE - HUSH LOW AND HIGH BACK



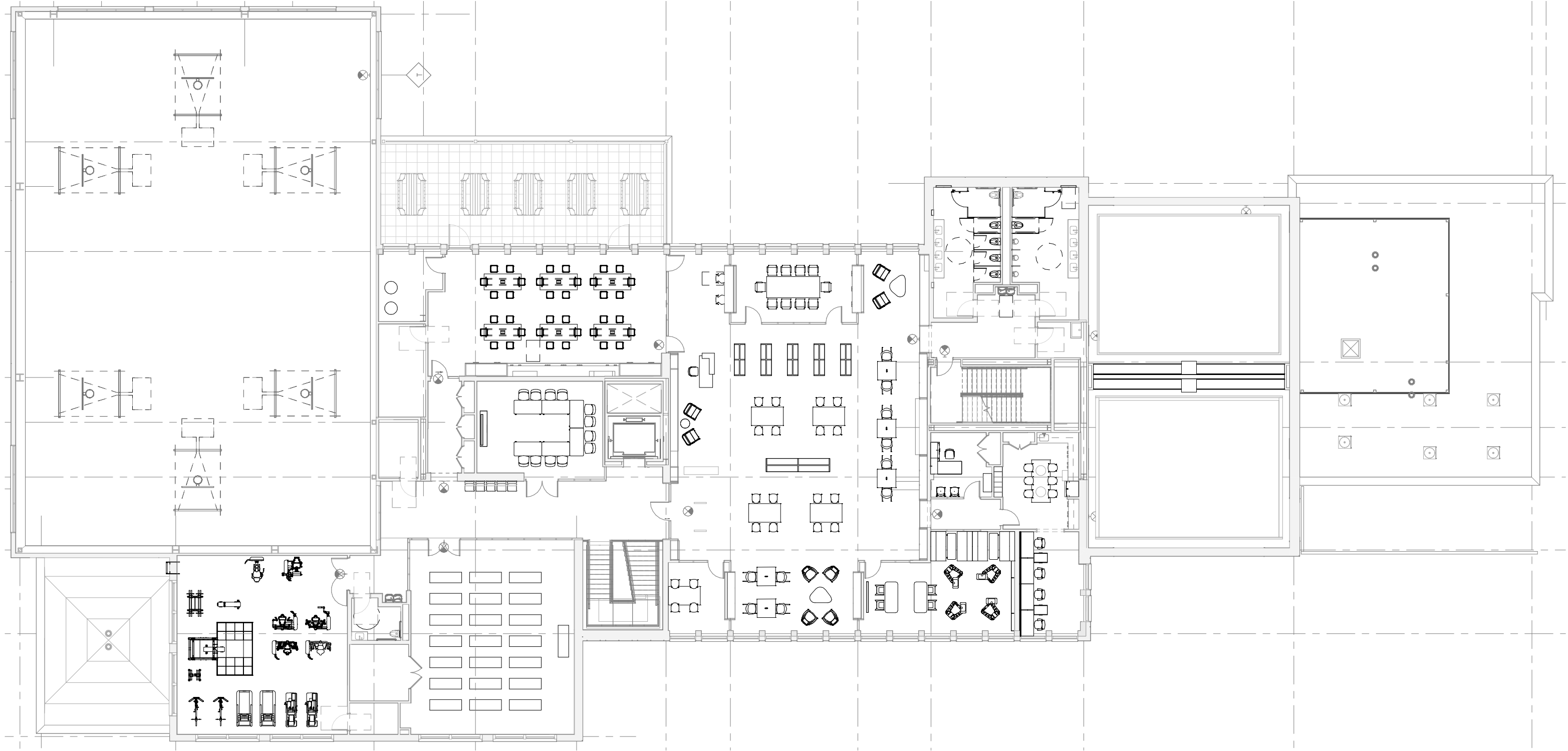
MAGIS - FISH



BLOOM - BABY BALL CHAIR



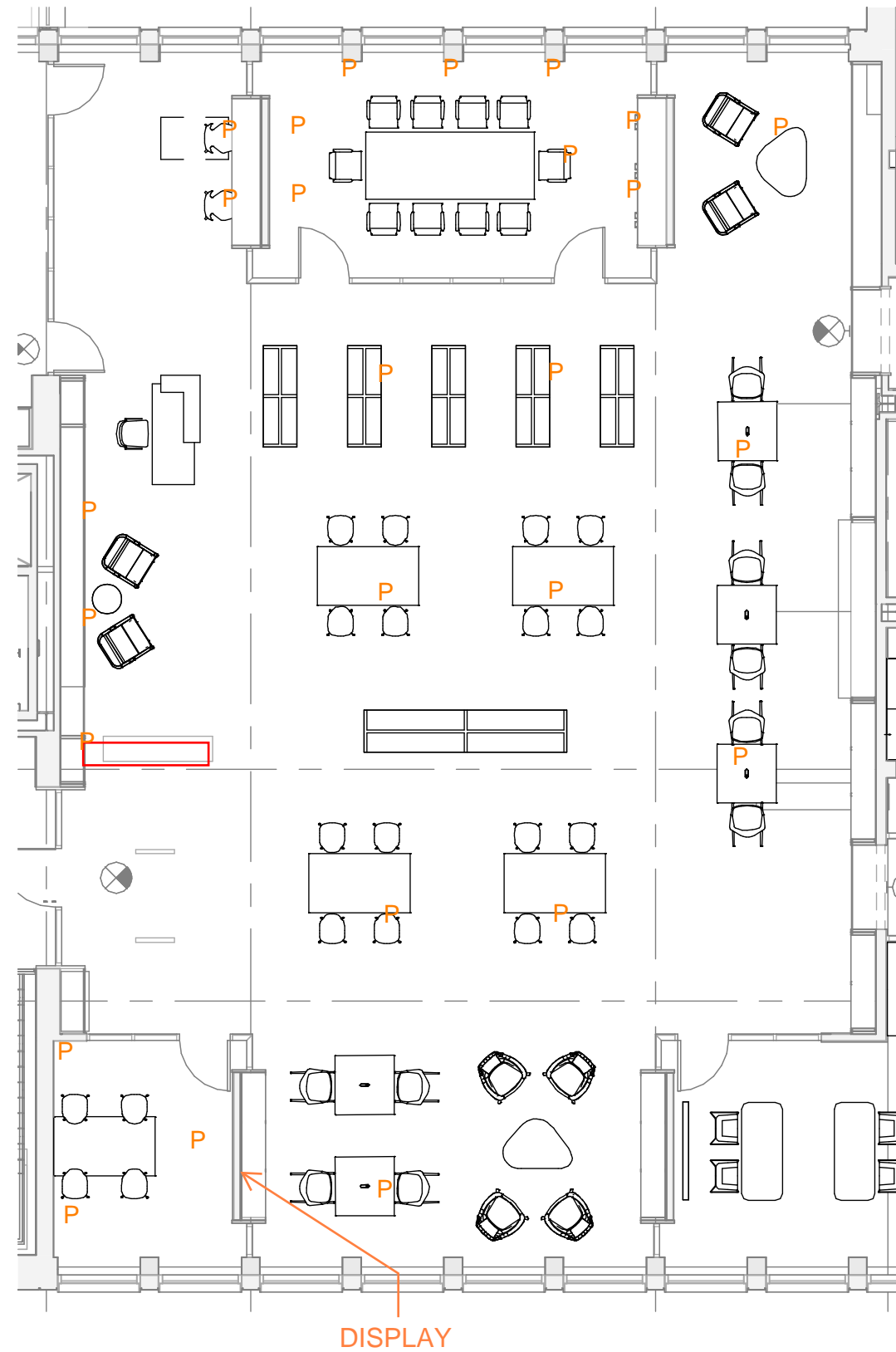
HIGHTOWER - NIMBUS



Menlo Park Branch Library Second Floor - Furniture Plan

3/09/2022

# ADULT COLLECTIONS / QUIET READING





HERMAN MILLER - NELSON



NAUGHTONE - ALWAYS



HERMAN MILLER - NOGUCHI



NAUGHTONE - HUSH



HERMAN MILLER - EAMES



STEELCASE - VERLAY



NAUGHTONE - VIV WOOD (NO ARMS AVAIL)

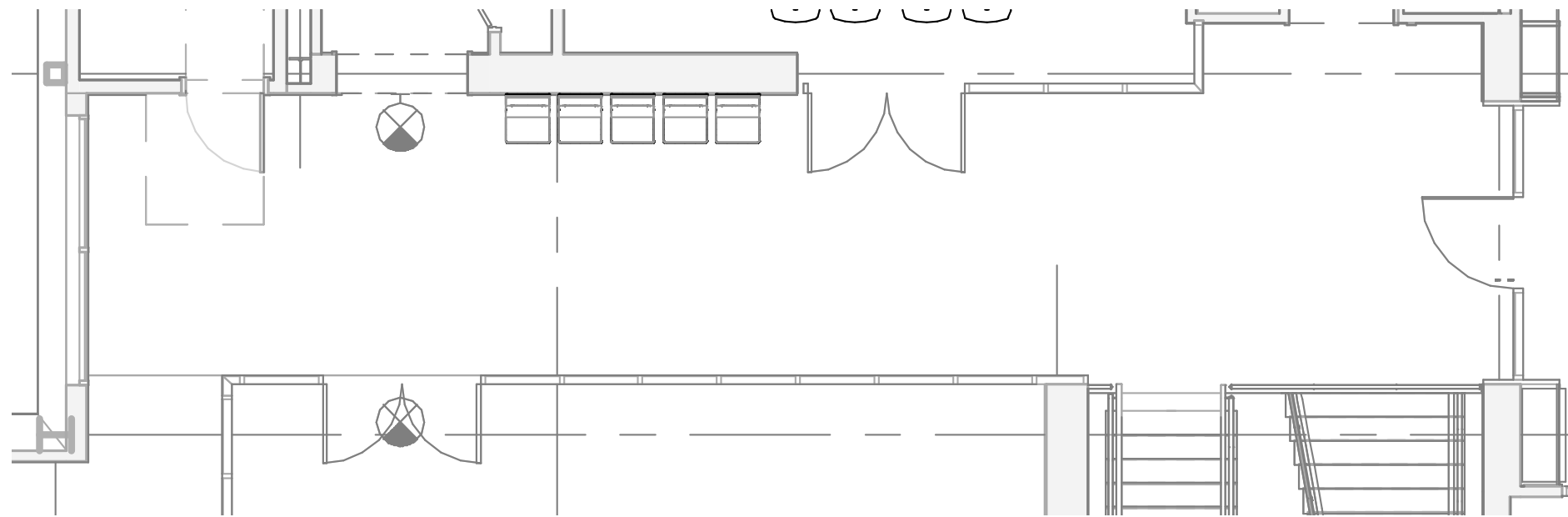




HERMAN MILLER - EAMES CHAIR



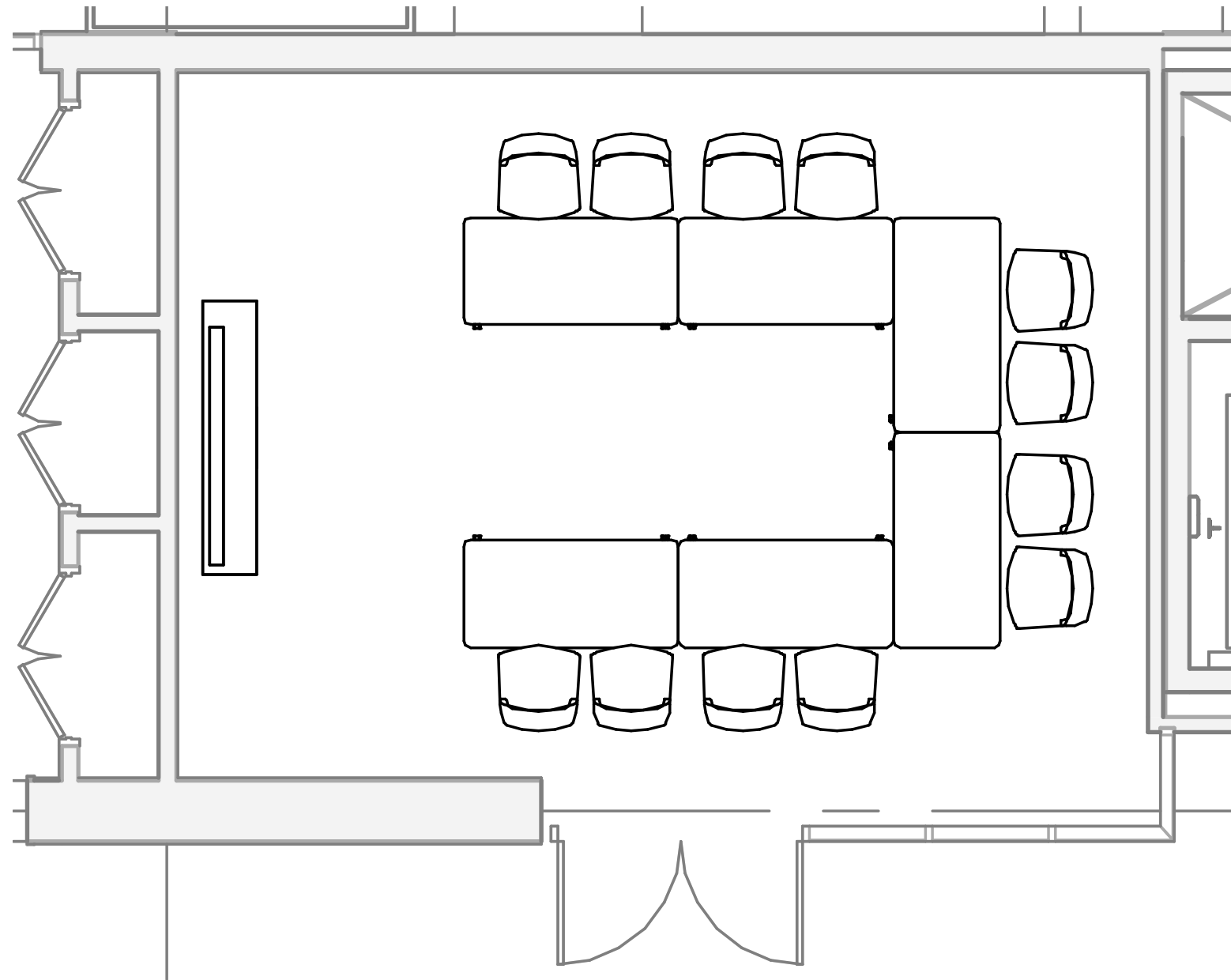
STEELCASE - VERLAY



SEDIA - JUMP SEAT  
UP TO 600LB LOAD



# FLEX CLASSROOM



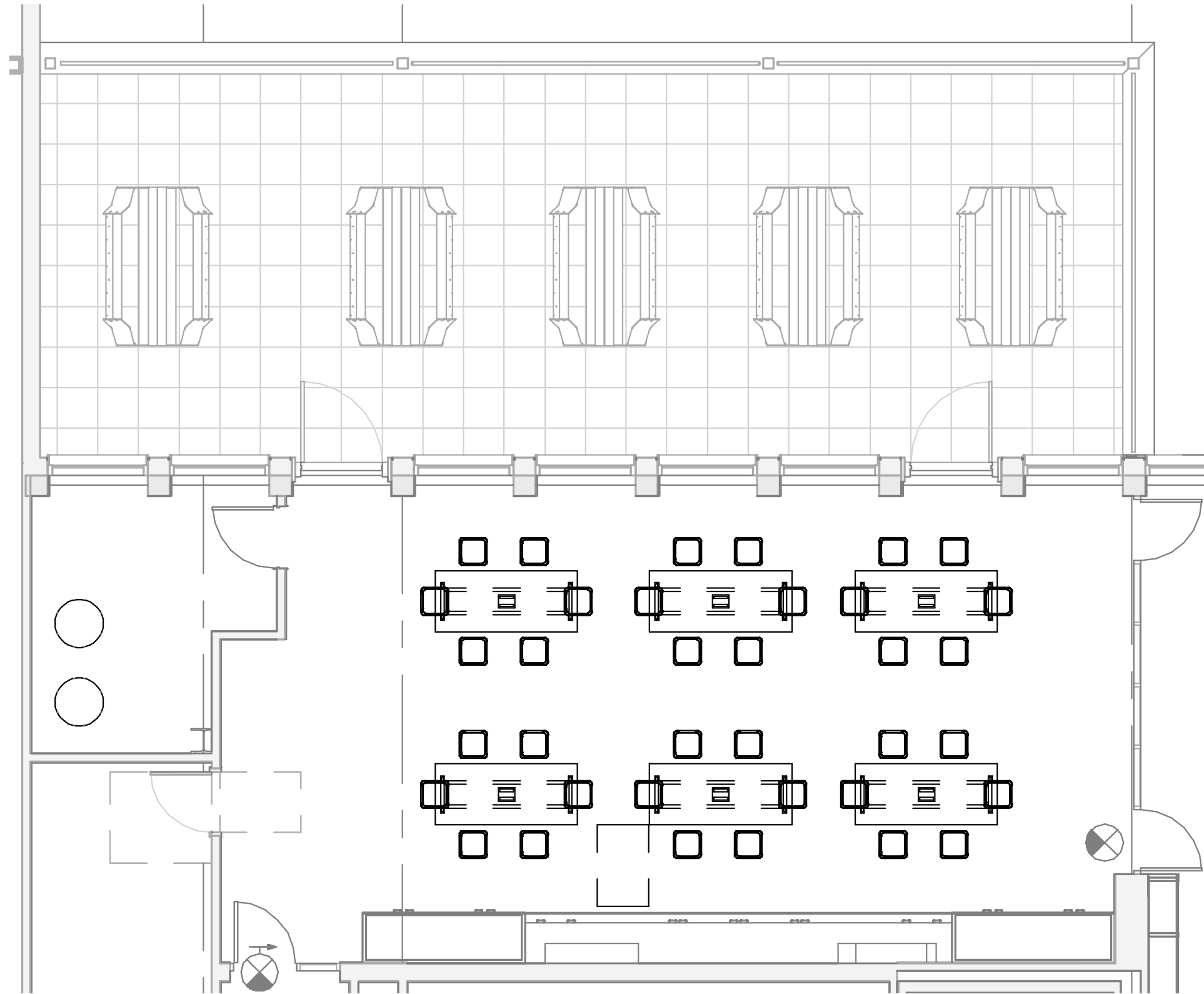


STEELCASE - VERB, RECTANGULAR



HERMAN MILLER - KEYN CHAIR

# MAKERSPACE





3BRANCH - MAKER TABLE



3BRANCH - MAKER FLEX TABLE  
<https://3branch.com/product/maker-flex/>

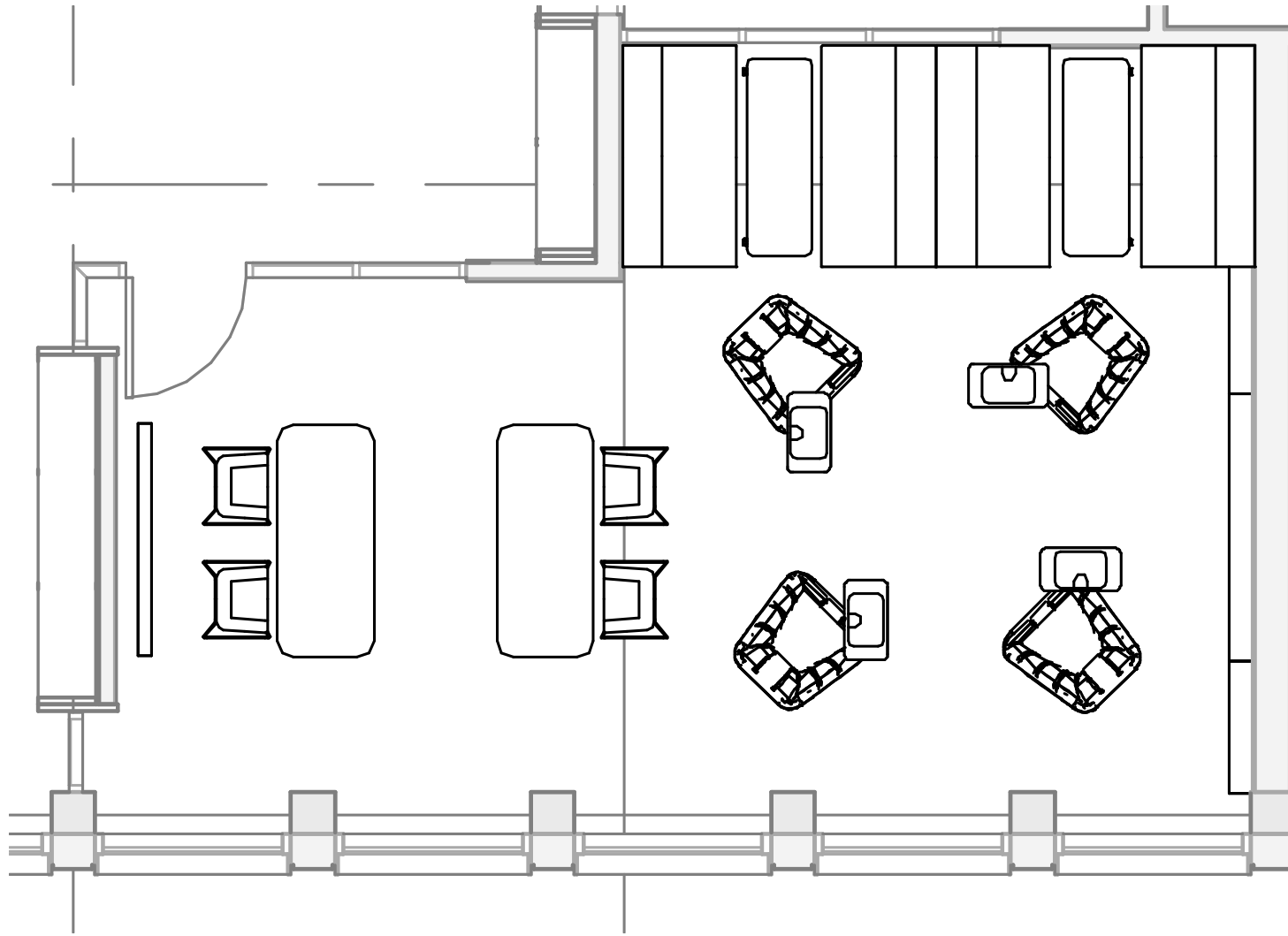


HIGHTOWER JAXON

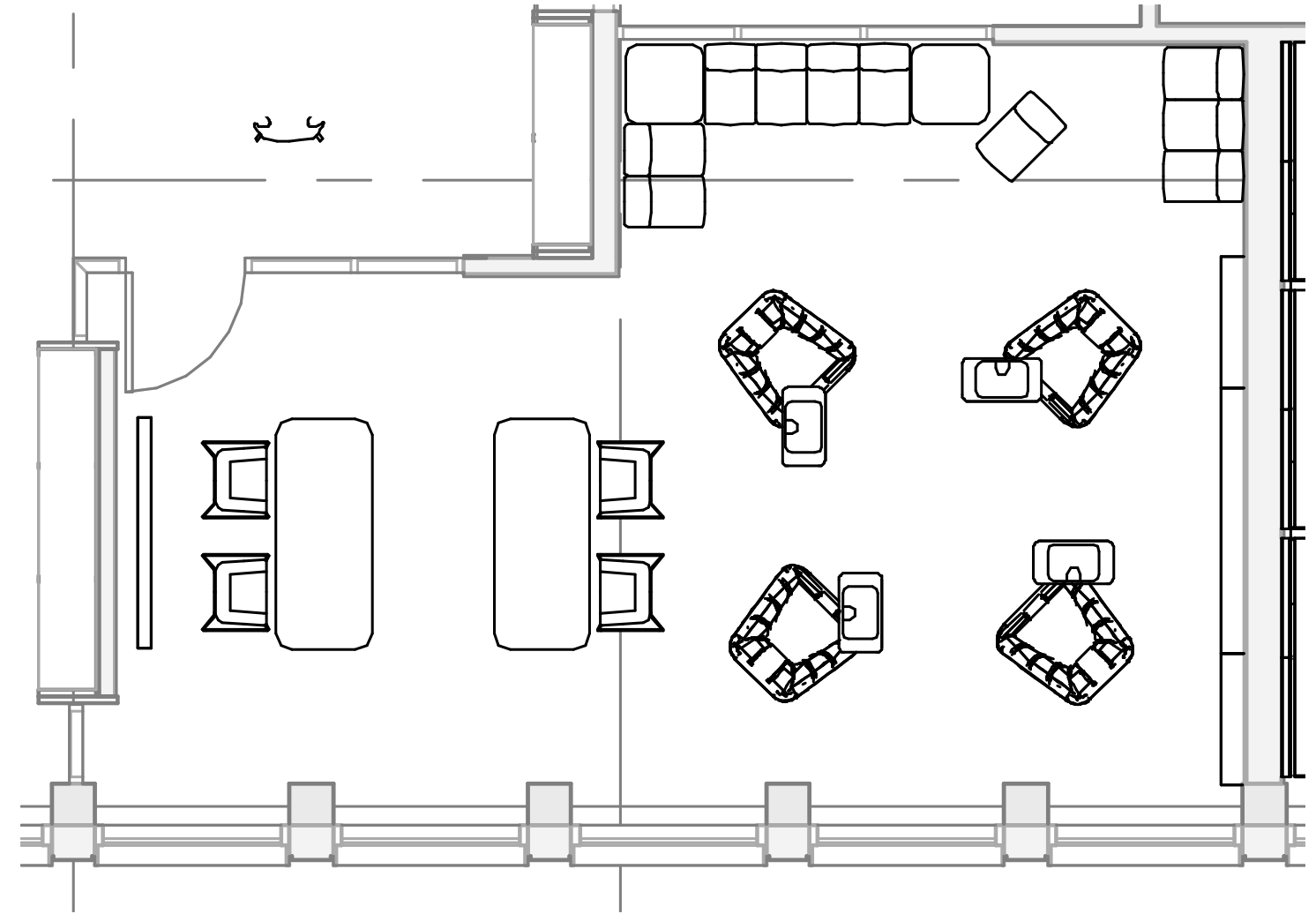


EXTREMIS - HOPPER

# TEEN AREA



BOOTH SEATING



FLEXIBLE SOFA





NAUGHTONE - FIJI



STEELCASE - LAGUNITAS



STEELCASE - FLEX TABLE



STEELCASE - TURNSTONE SCOOP



TURNSTONE - CAMPFIRE



MARTIN BRATTRAUD - MAEDINAH



SCANDINAVIAN SPACES - BOBBY

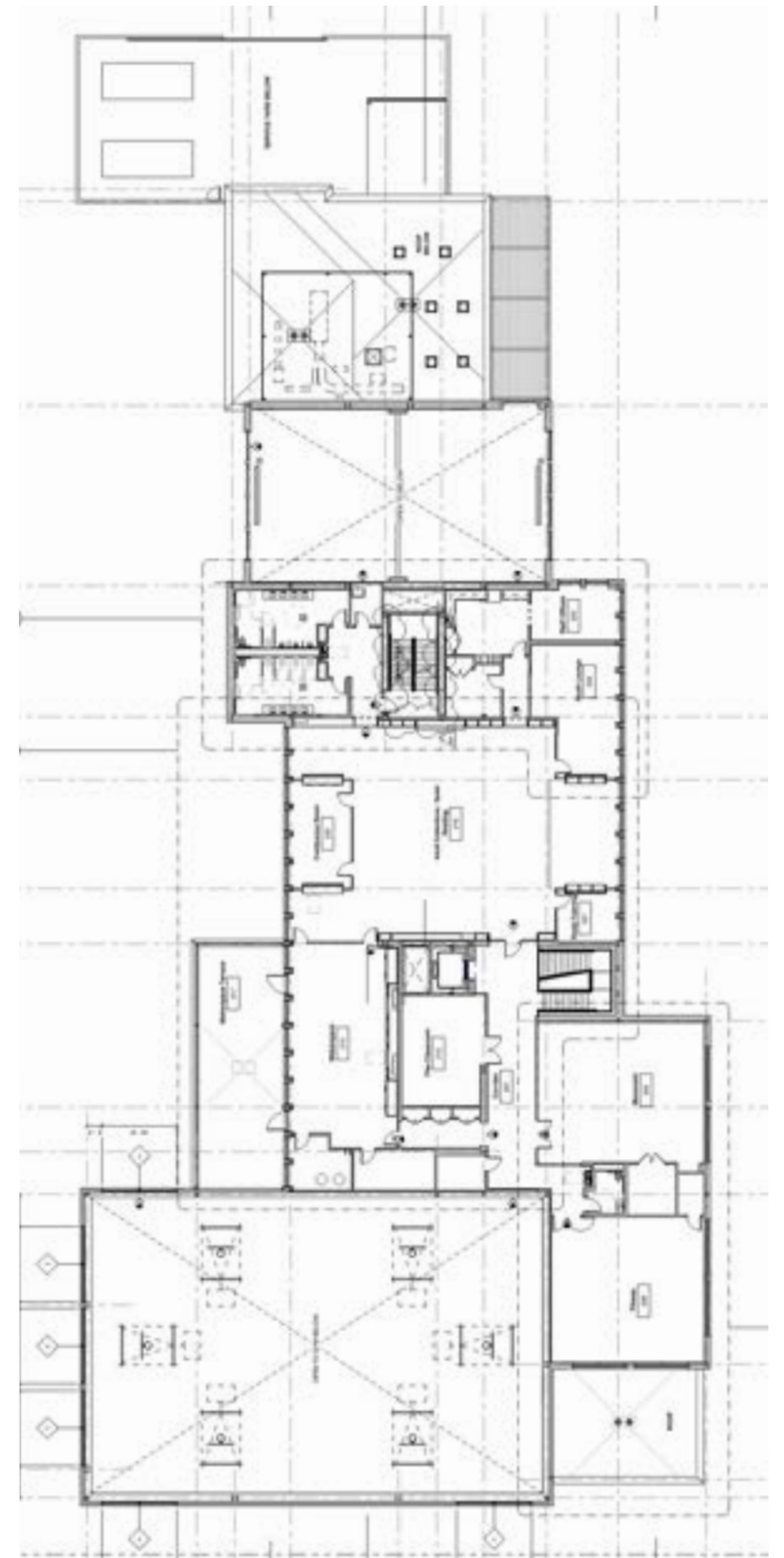
# OUTDOOR FURNITURE SCOPE

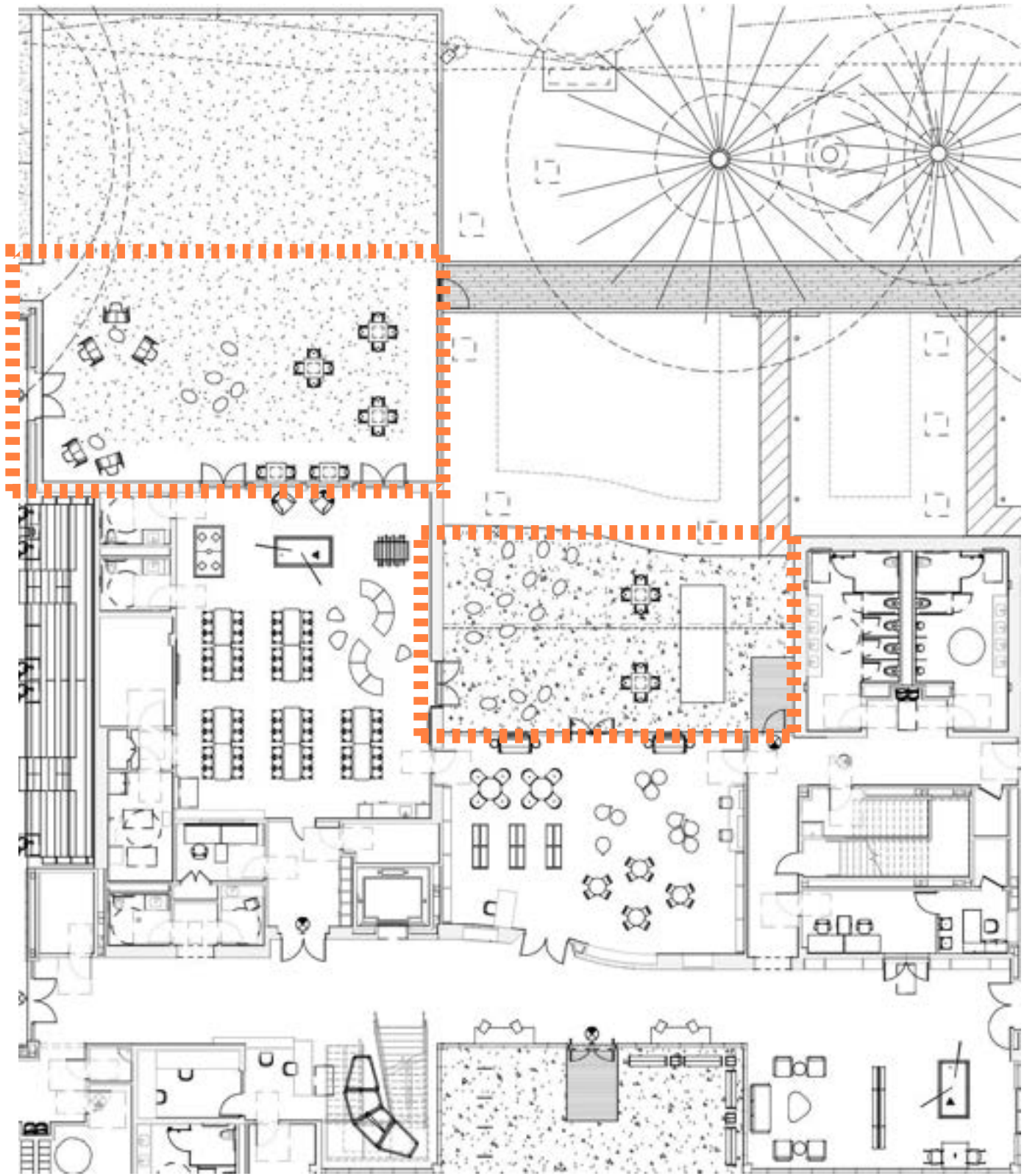


# FIRST FLOOR



# SECOND FLOOR





CONCRETE WORKS - SOMA STONES



PLANK - LAND LOUNGE



MAGIS - AIR WITH ARMS



STEELCASE - EMU ROUND





CONCRETE WORKS - SOMA STONES



LOLL - ADIRONDACK



EXTREMIS - PIKNIK

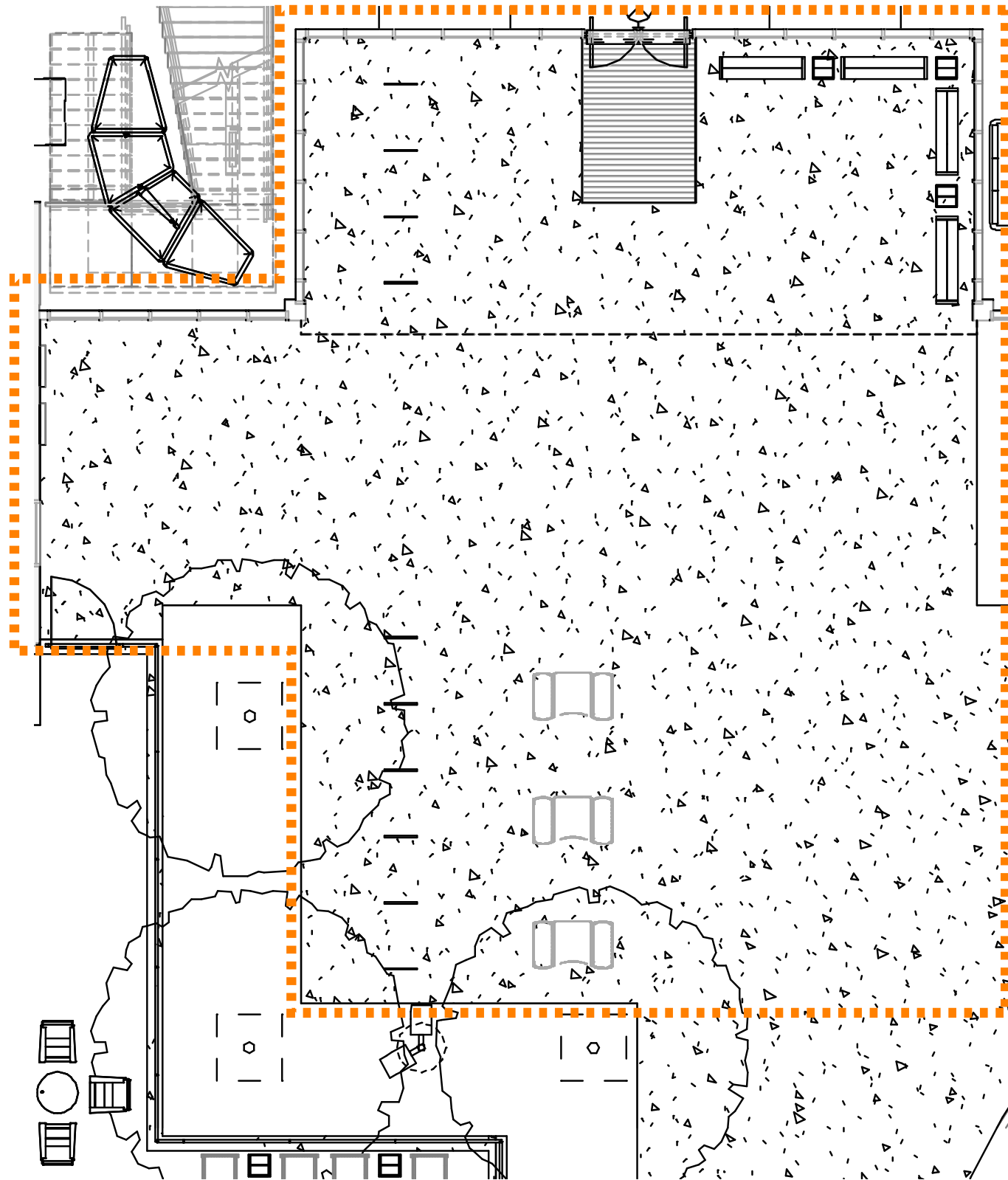


PLANK - LAND LOUNGE

# ENTRY



EXTREMIS - HOPPER BENCH



EXTREMIS - HOPPER



COUNTRY CASUAL - BOND BENCH

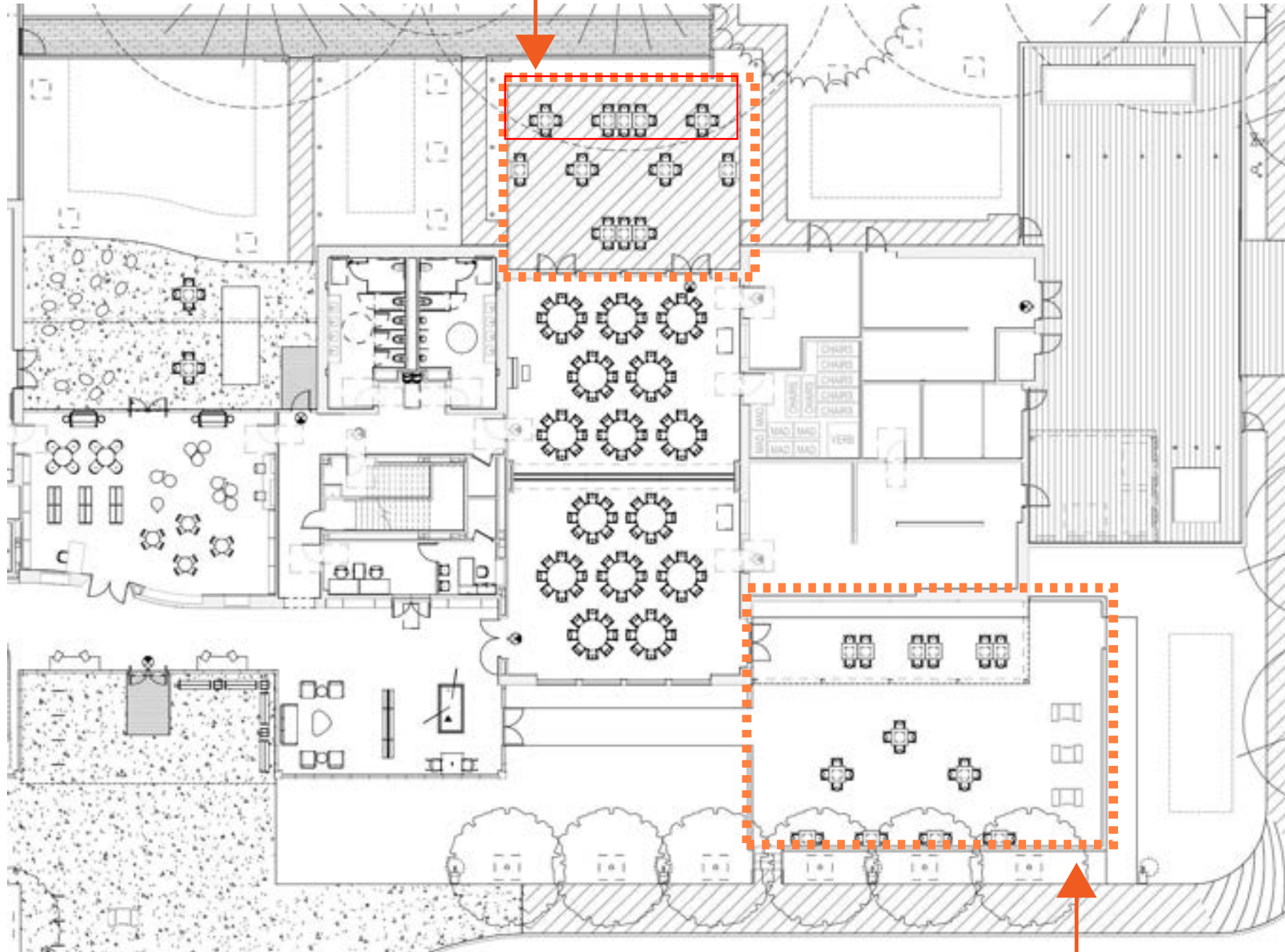


COUNTRY CASUAL - STRATA BENCH



EXTREMIS - PIKNIK

**EAST TERRACE**



**WEST TERRACE**



**EXTREMIS - PIKNIK**



**MAGIS - AIR WITH ARMS**



**STEELCASE - EMU**





## STAFF REPORT

**Library Commission**

**Meeting Date:**

**4/18/2022**

**Staff Report Number:**

**LC-2022-004**

**Regular Business:**

**Menlo Park Community Campus (MPCC) draft operation plan milestones and guiding principles**

### Recommendation

Staff recommends that the Library Commission receive a presentation about the Menlo Park Community Campus (MPCC) draft operation plan milestones and guiding principles (Attachment A) for public review, comment, and feedback.

### Policy Issues

As a duly appointed advisory body to the City Council, the Library Commission advises the City Council on matters related to the City's libraries and library facilities.

### Background

The Library Commission received an informational report containing the draft operational plan milestones for the entire facility at their March 21, 2022 meeting. The City Council received an informational report on the draft milestones on April 12. (Attachment A)

### Analysis

Community engagement is an essential aspect of the MPCC project. To this end, the Library Commission will receive a presentation about the MPCC draft operational milestones and guiding principles (Attachment A) for public review, comment and feedback.

### Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

### Attachments

- A. City Council informational report, April 12, 2022. MPCC draft operation plan milestones. Hyperlink: <https://beta.menlopark.org/files/sharedassets/public/agendas-and-minutes/city-council/2022-meetings/agendas/20220412-city-council-amended-agenda-packet.pdf>

Report prepared by:

Sean Reinhart, Library and Community Services Director



## STAFF REPORT

**Library Commission**

**Meeting Date:**

**04/18/2022**

**Staff Report Number:**

**LC-2022-005**

**Regular Item:**

**Revised Library Use Guidelines**

### Recommendation

Staff recommends that the Commission review the revised Library Use Guidelines (Attachment A).

### Policy Issues

As a duly appointed advisory body to the City Council, the Library Commission may review and recommend updates to library user policies and guidelines as the need arises.

### Background

The Library Use Guidelines govern the public's use of library facilities, programs, and materials. Important considerations associated with the Library Use Guidelines include:

- Assuring equitable access to library facilities and resources for all community members;
- Maintaining a safe, clean and welcoming library environment for all library visitors;
- Facilitating the smooth and effective functioning of library operations; and,
- Ensuring a healthy, safe and productive workplace environment for staff and volunteers.

The Library Use Guidelines were previously reviewed and recommended by the Library Commission in June of 2021. The guidelines for children and teens were updated in September of 2021.

### Analysis

The Library Use Guidelines (Guidelines) are intended to foster a public environment that is safe, welcoming, and inclusive for all community members by establishing clear expectations and rules for the shared use of the library building, library materials, and library services. It is appropriate and necessary to conduct regular reviews of the Guidelines and to update them as the need arises and in response to changing community needs and expectations over time. The COVID-19 pandemic revealed a need to update the Guidelines to account for virtual events with members of the public participating remotely. The revised Guidelines (Attachment A) provide clarity around remote participation in programs for children and teens

### Attachments

Attachment A: Revised Library Use Guidelines

Report prepared by:

Nick Szegda, Assistant Library Services Director

Report approved by:

Sean Reinhart, Library and Community Services Director



# LIBRARY USE GUIDELINES

Library and Community Services  
800 Alma St., Menlo Park, CA 94025  
tel 650-330-2501



## Purpose

Menlo Park Library provides access to all through its collections, programs, facilities and resources. We strive to serve our visitors effectively by providing a welcoming and safe environment. At the same time we ask that visitors help us to maintain an atmosphere that is conducive to learning and community engagement by following these Guidelines.

Entering the library **or participating in a library event or program** constitutes an implicit acceptance of these Guidelines and an acknowledgement of the right of library staff to take any action they see fit while interpreting these Guidelines.

In case of an emergency follow library staff instructions promptly.

We welcome everyone to:

- Study, read and enjoy our environment within the limits of its intended use.
- Find materials in good condition.
- Feel safe and secure.

## Prohibited conduct and activities

In consideration of all Library visitors and staff, the following activities are not allowed:

- Leaving a vulnerable adult or a child under the age of 11 unattended.
- Entering the designated children's area, attending a program for children, or using a designated children's computer without being accompanied by a child (0 to 12) or without a demonstrated need to access the children's collection.
- Using the designated teen area, attending a program for teens, or using a designated teen computer without being accompanied by a teen (13-17) or without a demonstrated need to access the teen collection.
- Disturbing others by talking loudly or with other noisy activity—including any loud sound originating from any electronic device. Please do use headphones when listening to audio on any electronic devices.
- **Failing to monitor the activities and behavior of children while attending a library event.**
- Conversing using a cell phone except in designated areas.
- Sleeping—as a safety precaution sleeping individuals will be awakened.
- Eating—except in the designated areas, or food provided at library-sponsored events
- Drinking—except for covered beverages in the designated areas, or beverages provided at library-sponsored events.
- Presenting offensive and pervasive odor or odors that may make the use of the library difficult for others.
- Bathing, shaving, haircutting, or washing clothes in the public restrooms.
- Entering the library without shoes or adequate clothing, including top and bottom.
- Bringing in animals other than service animals recognized under Titles II and III of the Americans with Disabilities Act (ADA).
- Leaving pets unattended and/or unleashed in outdoor areas near the library, including but not limited to entryways, pathways, lawns, and outdoor seating areas.
- Bringing carts, bicycles, scooters, skateboards, or similar items into the library or leaving them at the entrance--except when the vehicle is: used by disabled people or is used to carry an infant/child.
- Wearing skates or roller blades inside the library.
- Changing diapers—except in the designated area of the public restrooms.
- Blocking aisles, shelves, or any thoroughfare with personal items, or leaving items unattended at any time--except to use the restroom for a reasonable amount of time.
- Putting feet on library furniture, rearranging the furniture, or using the furniture for other than its intended purpose.
- Bringing weapons of any kind into the library.
- Harassing library users or staff—including physical, sexual, verbal harassment or stalking.
- Selling, soliciting, or using illegal drugs on library premises.
- Alcohol is prohibited, except at library-sponsored after-hours events.

- Soliciting or begging for money, donations or signatures, or the distribution or posting of any printed material except by Library support groups or as a part of a Library-sponsored event.
- Smoking, including using electronic and smoke-free cigarettes (vaping) inside or within 50 feet of the library building.
- Vandalizing library facilities, equipment, or materials.
- Removing library materials from the building without checking them out.
- Engaging in sexual conduct or lewd behavior.
- Viewing or displaying inappropriate, sexually explicit, or illegal material in the library.
- Illegal activity of any kind will be reported to law enforcement.
- Violation of any federal, state, or local public health orders, restrictions, protocols and/or guidelines

### Unattended Children and Youth

The library is a public place. Do not leave children unsupervised or unattended. It is the responsibility of parents and guardians to ensure their children's safety, welfare, and appropriate behavior in the library. Library staff are not available to provide childcare for any duration of time. Library staff are not authorized to assume responsibility for the direct supervision, safety, or welfare of any child in the absence of a responsible caregiver.

Children under the age of 6 should never be left unattended in any part of the library, including areas designated for children. A parent, guardian, or responsible caretaker must always remain within sight of their child, including during story time or other programs.

Children ages 6-10 must have a parent, guardian, or designated caregiver over the age of 14 (for example, an older sibling) remain in the library with them at all times. The caregiver is responsible for the safety, behavior and supervision of the children in their care while at the library.

Older children ages 11 and up may visit the library unattended by an adult but should never be left alone for extended periods of time and never outside library open hours. Parents/caregivers are responsible for the safety, well-being, and behavior of their children. It is recommended that older children have a cellphone or other method to contact their parent or guardian. If a child needs assistance to call home, library staff will dial the number for them. The library has areas designated and reserved for exclusive use by children and teens and their caregivers. Adults over 18 who are not accompanied by a child or teen in their care may not visit these areas except to briefly access the library book and media collection, seek assistance from library staff, or attend a program with staff's approval.

All library patrons, including children and teens, are expected to follow the Menlo Park Library Use Guidelines.

- Caregivers must pick children up at least 15 minutes before the library's posted closing time.

If a child is observed to be unattended by an adult or caregiver in the library and the child seems upset, disruptive, in distress, at risk, or otherwise in need of adult help, library staff may take one or more of the following actions:

- Make contact with the child to assess their well-being
- Attempt to reach the adult/caregiver by paging them over the public address system, or directly by phone;
- Walk through the library building with the child to look for child's adult/caregiver;
- Contact emergency services and/or law enforcement.

If a child is left unattended in the library at closing time, library staff will attempt to contact the parent or legal guardian. If a parent or guardian cannot be immediately contacted, or if a parent/guardian is unable to immediately pick up the child, staff will contact local law enforcement to assume responsibility for the child's well-being.

### Library Events

Library events are open to the general public. Advance registration may be required for planning purposes or when space is limited. Events may be held on-site, off-site, or virtually. Event participants, whether onsite, offsite, or virtual, must comply with the Library Use Guidelines.

Youth events are created for participating youth and their caretakers. Adults who are not accompanying a youth participant may be asked to leave the event.

While hosting a virtual event, library staff may take one or more of the following actions as needed to ensure compliance with these guidelines: mute attendees, lock the event after the program has begun, dismiss participants or take other actions as needed. During virtual events, participants may be asked to turn on their cameras so that staff can identify them. Unidentified or unidentifiable individuals may be removed from the event.

<b>Enforcement</b>		
<p>Failure to follow these Guidelines will result in the following actions:</p> <ul style="list-style-type: none"> <li>• Individuals will be asked to leave.</li> <li>• Library visiting privileges may be suspended for an extended time period.</li> <li>• Library staff may call local law enforcement to provide assistance in enforcing these Guidelines.</li> <li>• Illegal activity in the Library may result in arrest and/or prosecution in addition to suspension of Library privileges.</li> <li>• Customers who return to the Menlo Park Library before a suspension has ended may be charged with trespassing.</li> </ul>		
<b>Additional information</b>		
<ul style="list-style-type: none"> <li>• In case of an emergency, promptly follow all library staff instructions.</li> <li>• Theft of Library property, or property of Library staff, or property of Library visitors is prohibited.</li> <li>• State law permits library staff to search purses, bags, parcels, briefcases, and other packages to prevent the theft of books and library materials and authorizes the detention for a reasonable period of any person using these facilities who is suspected of committing library theft (California Penal Code section 490.5.)</li> </ul>		
<b>Policy history</b>		
Action	Date	Notes
Policy adoption	December 17, 2018	Library Commission recommendation
Policy updated	September 16, 2019	Library Commission recommendation
Policy updated	June 21, 2021	Library Commission recommendation
Policy updated	September 20, 2021	Administrative revision
Policy updated	April 18, 2022	Administrative revision

**City of Menlo Park Library Commission  
2022 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
January 24, 2022 (Date change due to MLK holiday)	<ul style="list-style-type: none"> <li>• 6-month review – program reactivation</li> <li>• 2022 agenda review</li> </ul>
February 28, 2022 (Date change due to President's Day holiday)	<ul style="list-style-type: none"> <li>• Presentation – Storytime reactivation</li> <li>• Presentation – Library emergency procedures</li> <li>• Collection development policy</li> </ul>
March 21, 2022	<ul style="list-style-type: none"> <li>• Staff presentation –Registration management platform implementation</li> <li>• MPCC – Library spaces furnishing layout</li> <li>• MPCC – Draft operation plan milestones</li> </ul>
April 18, 2022	<ul style="list-style-type: none"> <li>• MPCC – Draft operation plan milestones</li> <li>• Discuss presentation opportunities for library affiliate groups</li> <li>• Library Use Guidelines</li> </ul>
May 16, 2022	<ul style="list-style-type: none"> <li>• MPCC operational planning – Teen space, makerspace</li> <li>• Selection of Commission Chair and Vice Chair</li> <li>• Presentation – Summer reading</li> <li>• MPCC operational planning – Library opening day collection</li> </ul>
June 22, 2022 (Weds.) (Joint meeting with the Parks and Recreation Commission - tentative)	<ul style="list-style-type: none"> <li>• MPCC operational planning</li> </ul>
July 18, 2022	<ul style="list-style-type: none"> <li>• Gathering to recognize outgoing Commissioners and to welcome any new Commissioners</li> </ul>
August 15, 2022	<ul style="list-style-type: none"> <li>• Staff presentation – Adult literacy / ESL</li> <li>• Commission work plan 2022-23</li> <li>• Meeting room policy review</li> <li>• Staff presentation – Book to Action project</li> </ul>
September 19, 2022	<ul style="list-style-type: none"> <li>• Present Commission work plan to City Council</li> <li>• Volunteer policy review</li> </ul>
October 17, 2022	<ul style="list-style-type: none"> <li>• Facility use guidelines review</li> </ul>
November 21, 2022	<ul style="list-style-type: none"> <li>• Exhibits and displays policy review</li> </ul>
December 19, 2022	<ul style="list-style-type: none"> <li>•</li> </ul>
<i>Unscheduled future items</i>	<ul style="list-style-type: none"> <li>• <i>Staff presentations: library programming, early childhood education</i></li> <li>• <i>Joint meeting with the Parks and Recreation Commission – MPCC project</i></li> </ul>

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