



REGULAR MEETING MINUTES

Date: 7/17/2023
Time: 6:30 p.m.
Locations: Teleconference and
Menlo Park Library
800 Alma St., Menlo Park, CA 94025

A. Call To Order

Chair Velagapudi called the meeting to order at 6:33 p.m.

B. Roll Call

Present: Chen Rekhi, Cohen, Hadrovic, Orton, Singh (arrived at 6:36 p.m.), Velagapudi, Wise
Absent: None
Staff: Library and Community Services Director Reinhart, Assistant Library and Community Services Director Szegda

C. Public Comment

None.

D. Study Session

D1. Update the Library Commission work plan (Staff Report LC-2023-011)

Assistant Director Szegda introduced the item.

The Commission discussed updates to the existing work plan.

The Commission requested that staff bring the library and community services (LCS) departmental strategic plan and a draft of the new Library Commission work plan to a future meeting for review.

E. Regular Business

E1. Approve minutes from June 19, 2023 meeting (Attachment)

ACTION: Motion and second (Hadrovic/ Cohen), to approve the minutes from the June 19, 2023 meeting, passed unanimously.

E2. Designate individual Library Commissioners to serve as liaisons to library affinity groups (Staff Report LC-2023-012)

- Jim Lewis spoke in favor of the Commission maintaining an informational liaison with the Menlo Park Historical Association.

The Commission discussed ways to maintain contact with library affinity groups.

E3. Recommend updated policies for library meeting room use, computer and internet use, and

document reproduction (Staff Report LC-2023-013)

Director Reinhart introduced the item.

ACTION: Motion and second (Cohen/ Orton), to recommend the updated policies for library meeting room use, computer and internet use, and document reproduction, passed unanimously.

F. Informational Items

F1. Library and Community Services department updates (Staff Report LC-2023-014)

Assistant Director Szegda introduced the item.

F2. Library Commission tentative agenda calendar (Attachment)

- Jim Lewis spoke in favor of adding emergency preparation to the tentative agenda calendar.

ACTION: By acclamation, the following changes were made to the Commission's agenda calendar:

- August: add review work plan edits
- August: add review departmental strategic plan
- September: add joint meeting with Parks and Recreation Commission (PRC)
- October: add joint meeting with PRC
- Unassigned: add review of department budget proposal for next fiscal year

G. Commissioner Reports

Commissioner Hadrovic reported on the Library Foundation's presence at the parade and celebration on July 4 and ongoing support of the Little Free Library installation program.

H. Adjournment

Chair Velagapudi adjourned the meeting at 8:40 p.m.

Nick Szegda, Assistant Library and Community Services Director