



SPECIAL MEETING MINUTES

Date: 1/22/2018
Time: 7:00 p.m.
Belle Haven Branch Library
413 Ivy Dr., Menlo Park, CA 94025

A. Vice Chair Race called the meeting to order at 7:01 p.m.

B. Roll Call

Present: Badgely, Cebrian, Leep, Race
Absent: Bramlett, Bugna, Lemons
Staff: Assistant Library Services Director Nick Szegda

C. Public Comment

- Constance Kirkendall spoke in support of continuing programs at the branch during the summer.
- Cecilia Taylor spoke about the MOU between the City and the Ravenswood City School District regarding branch operations.
- Aldora Lee spoke in support of outreach efforts at the Farmers' Markets.

D. Regular Business

D1. Discuss the current status of the Library Commission work plan and potential requested changes to be presented at the February 6, 2018, quarterly update to City Council

Commission discussed several revisions to the work plan, but deferred approval of a final version. A draft version will be presented to the City Council on February 6, 2018.

D2. Discuss canceling the February 19, 2018, meeting (President's Day holiday) and consider calling a Special Meeting

ACTION: Motion/second (Badgley/Leep) to cancel the February 19, 2018, regular meeting and to hold a special meeting on Monday, February 26, 2018, passed (4-0-3; Bramlett, Bugna, Lemons absent).

D3. Consider rescheduling the library support group social

ACTION: Motion/second (Leep/Badgley) to move the next Library Support Group social to March 22, 2018, passed (4-0-3; Bramlett, Bugna, Lemons absent).

D4. Consider requests for future agenda items

By acclamation, the Commission requested to add the following items to a future agenda:

- Extending social invites to other groups
- Approval of the work plan

- Library Support Group planning

E. Informational Items

E1. Library system improvements project update

Assistant Library Services Director Szegda reported on the Belle Haven Branch Library renovation project (new carpet, paint, furniture and materials for adults and teens), new branch library hours and that the next main library siting meeting will be held February 15, 2018.

E2. Belle Haven Neighborhood Library Needs Assessment project update

Assistant Library Services Director Szegda reported that Gensler (project consultant) had begun work, including data gathering and interviews with staff. Site interviews and workshops will occur in April 2018 and the first meeting of the Belle Haven Neighborhood Library Advisory Committee is planned for February 7, 2018.

F. Subcommittee Reports

G1. Little Free Libraries Subcommittee update

There was no report.

G. Commissioner Reports

G1. Informal sharing of audio/digital/print books currently reading

- Cebrian: Piecing Me Together by Watson
- Race: Artemis by Weir
- Badgley: The Natural History of Destruction by Sebald
- Leep: Pioneer Girl by Wilder
- Szegda: Voice Star by Mason

G2. Individual commissioner reports

There were no individual reports.

H. Adjournment

Vice Chair Race adjourned the meeting at 8:30 p.m.