



REGULAR MEETING MINUTES

Date: 4/16/2018
Time: 6:30 p.m.
Menlo Park Library
800 Alma St., Menlo Park, CA 94025

A. Chair Lemons called the meeting to order at 6:35 p.m.

B. Roll Call

Present: Bramlett, Bugna, Cebrian (joined at 6:37 p.m.), Leep, Lemons
Absent: None
Staff: Library Services Director Susan Holmer; Assistant Library Services Director Nick Szegda

C. Public Comment

- Osnat Loewenthal spoke in support of the Alma site for a new main library because of concerns about impacts to the Child Care Center during construction. She spoke against adding housing to the Alma site.
- Sue Connolly spoke in favor of the Alma site because of concerns about traffic on Laurel Street. She spoke against housing in Burgess Park.
- Steve Calder spoke in favor of the Alma site and expressed concerns about traffic on Laurel Street. He spoke against housing in Burgess Park.
- Susan Stimson spoke in favor of Alma Street site and stated the summary of the second siting meeting did not accurately reflect the opinions of the attendees.
- Pamela Jones noted disparities between public input and the report out. She commented that staff and Commissions do not have to agree in their recommendations.

D. Regular Business

D1. Approve the minutes from the March 19, 2018, Library Commission Meeting

ACTION: Motion/second (Leep/Lemons) to approve the minutes without changes passed (5-0).

D2. Discuss and consider making a recommendation on a preferred alternative for the proposed new Main Library site

The Commission discussed the Alma and Ravenswood grade separation in regards to siting and siting effects on library operations and cost. There was discussion about the addition of housing to the project, and a lack of support on making a recommendation.

ACTION: Motion/second (Lemons/Leep) to make no recommendation on a siting preference passed (5-0).

D3. Discuss and consider appointing a new Commission member to the Belle Haven Neighborhood

Library Advisory Committee

The Commission discussed retiring commissioners continuing to serve on a taskforce and reporting to the Commission on Belle Haven Neighborhood Library Advisory Committee (BHNLAC) matters.

ACTION: Motion/second (Lemons/Leep) to keep Cebrian as Library Commission representative to BHNLAC passed (5-0).

D4. Consider requests for future agenda items

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

- Discuss Commissioner roles and Commission responsibilities with new Commission appointees
- Elect a new Chair and Vice Chair of the Commission
- Discuss and provide input on Library's annual budget request
- Discuss ways to build public support for new Main Library construction
- Reform Little Free Libraries subcommittee

E. Informational Items

E1. Staff report – Project READ update

Project READ provisional director Jason Sugimura provided an update on the program. There are currently 46 active tutor/learner pairs, and 16 learners on the waiting list. There are 21 active participants in the ESL classes, and the weekly Conversation Club averages 12 attendees. Project READ, will be holding an online fundraising event on May 15.

E2. Library system improvements project update

Assistant Library Services Director Szegda reported that the staff recommendation on siting for the proposed new main library would be presented to the Council in May.

E3. Belle Haven Neighborhood Library Needs Assessment project update

Assistant Library Services Director Szegda reported on the Design Challenge events and on the amount of feedback received to date. Szegda reported that the Needs Assessment consultants would be gathering information through the end of April and would offer preliminary feedback to BHNLAC at their May 15 meeting.

E4. Update on Committee work plan goals

No update given.

E5. Staff report – update on recommendations from 2015 departmental review

Assistant Library Services Director Szegda shared a report on the status of recommendations made in the Library's Departmental Review in 2015. Many of the strategic recommendations had been accomplished, but recommendations relating to changing the Library's staffing model, non-place based services in Belle Haven, marketing, and community partnerships had not been accomplished.

E6. Staff report – update on Library’s budget requests for FY 2018/19

Director Holmer gave the Commission an update on the Library’s budget requests for the upcoming fiscal year. The requests include converting part time and temporary staff positions into full time and permanent positions as recommended in the Departmental Review. Additional funding for Project READ and for library programming will also be requested.

F. Subcommittee Reports

G1. Little Free Libraries Subcommittee update

Commissioner Cebrian reported no updates, but said she can continue to update the Commission on the progress of efforts currently underway.

G. Commissioner Reports

G1. Individual commissioner reports

Commissioner Bugna attended the quarterly meeting of the Friends of the Library (FOL). She spoke in favor of maintaining Library Commission attendance at the quarterly FOL meetings, and suggested that the FOL be invited to present at a future Commission meeting.

G2. Informal sharing of audio/digital/print books currently reading

- Cebrian: Immortalists by Chloe Benjamin
 - Creativity Project by Colby Sharp
- Bramlett: On Such a Full Sea by Chang-Rae Lee
- Leep: Moxie by Jennifer Mathieu

H. Adjournment

Chair Lemons adjourned the meeting at 8:38 p.m.

Minutes approved at 05/21/2018 Library Commission meeting