

Belle Haven Neighborhood Library Advisory Committee



SPECIAL MEETING MINUTES

Date: 4/18/2018
Time: 7:00 p.m.
Belle Haven Branch Library
413 Ivy Dr., Menlo Park, CA 94025

A. Chair Cebrian called the meeting to order at 7:05 p.m.

B. Roll Call

Present: Cebrian, Gonzalez, Halaby, Keith
Absent: Cline, Lai, Lubata
Staff: Library Services Director Susan Holmer, Assistant Library Services Director Nick Szegda

C. Public Comment

There was no public comment.

D. Regular Business

D1. Approval of minutes from the February 27, 2018, Special Meeting

ACTION: Motion and second (Keith/Halaby) to approve minutes as written, passed (4-0-3; Cline, Lai and Lubata absent)

D2. Discuss and approve next Committee meeting date

ACTION: Motion and second (Halaby/Cebrian) to schedule the next meeting for May 15, 2018, at 7:15 p.m., at the Belle Haven Branch Library, 413 Ivy Drive. The motion passed (4-0-3; Cline, Lai and Lubata absent)

D3. Consider requests for future agenda items

By acclamation, the Committee requested the following items be added to a future agenda:

- Bus tour to visit updated library branches
- Discussion of local branch library services
- Library System Improvements project update
- Belle Haven Neighborhood Library Needs Assessment update

E. Informational Items

E1. Belle Haven Neighborhood Library Needs Assessment update

Assistant Library Services Director Szegda reported on the Design Challenge workshops. Project consultants at Gensler collected 20 experience canvases, 32 worksheets, held 40 intercept interviews, collected 20 comment cards, and had gathered 10 DScout interviews to date. Gensler will attend the next BHNLAC meeting and provide feedback from the April 28 Belle Haven Spring Fair. The full report will be presented to the Council in June. Committee member Keith requested an updated project timeline be added to the System Improvements page.

E2. Library System Improvements project update

Assistant Library Services Director Szegda reported that staff are planning on presenting their recommendation on siting and uses for the main library to the Council in May.

E3. Staff update on outreach methods used for the Needs Assessment

Assistant Library Services Director Szegda reported on the outreach methods used by the library and by the project consultants.

E4. Staff report on possible funding methods for the Library System Improvements project

Assistant Library Services Director Szegda gave a presentation that focused on the funding alternatives presented to the Finance and Audit subcommittee in August of 2017. Staff discussed existing options for consideration and new options; parcel tax and general obligation bonds. The Commission discussed the lack of support for a library bond during the recent City Satisfaction Survey.

F. Committee Member Reports

F1. Individual Committee Member reports

There were no individual reports.

G. Adjournment

Chair Cebrian adjourned the meeting at 8:12 p.m.

Minutes approved at May 15 2018 BHNLAC meeting