



SPECIAL MEETING MINUTES

Date: 7/9/2018
Time: 6:30 p.m.
Menlo Park Library
800 Alma St., Menlo Park, CA 94025

A. Vice-Chair Bugna called the meeting to order at 6:35 p.m.

B. Roll Call

Present: Bugna, Chambers, Cohen, Lemons (arrived at 6:42), Hadrovic, Pandey
Absent: Leep
Staff: Library Services Director Susan Holmer

C. Public Comment

- Jim Lewis spoke of the importance of the project size for library system improvements and suggested it be on the agenda for every Library Commission meeting.

D. Regular Business

D1. Approve the minutes from the June 18, 2018 Library Commission Meeting

ACTION: Motion/second (Cohen/Pandey) to approve the minutes without changes, passed (6-0).

D2. Discuss and consider forming a Library Commission subcommittee to work with the Menlo Park Library Foundation.

ACTION: Tabled.

D3. Consider requests for future agenda items

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

- Library System Improvements-Main and Belle Haven
- Appointment of a high school student to a one year term on the Library Commission

E. Informational Items

E1. Report from the Library Director

Library Director Holmer was asked to describe the history and relationship of the three library support organizations: Friends of the Library, Library Foundation, and Literacy Partners.

E2. Report from the Menlo Park Library Foundation

No report.

E3. Library System Improvements project update.

Library Director Holmer reported that the Main Library Siting Decision will be taken up by the City Council at their August 28 meeting. The Belle Haven Neighborhood Library Assessment project report is completed and will be presented to the Belle Haven Neighborhood Library Advisory Committee at their July 16 meeting. Commission Chair Leep will invite representatives from the Friends, Foundation and Literacy Partners to attend the commissions' August meeting to participate in a discussion of the findings as reported in the Belle Haven Neighborhood Library Needs Assessment.

E4, Belle Haven Neighborhood Library Needs Assessment project update

The draft report was presented to and reviewed by the Belle Haven Neighborhood Library Advisory Committee in May and the final report was drafted guided by the input received at that meeting. It will be agendized for the July 16 meeting of the advisory committee.

F. Commissioner Reports

F1. Individual commissioner reports

Commissioner Bugna reported that she had visited Daly City, Pacifica and Half Moon Bay libraries. She recommended reading the Complete Library Trustee Handbook.

F2. Informal sharing of audio/digital/print books currently reading

None.

G. Adjournment

Vice-Chair Bugna adjourned the meeting at 8:10 p.m.

Minutes approved at Library Commission meeting on 08/20/2018