

Belle Haven Neighborhood Library Advisory Committee



SPECIAL MEETING MINUTES

Date: 8/13/2018
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, Keith, Lai, Lubana
Absent: Cline, Halaby
Staff: Library Services Director Susan Holmer, Assistant Library Services Director Nick Szegda

C. Public Comment

- Pam Jones urged to Committee to draft a response letter to the Gensler report. She asked that the response letter be included in the staff report to the City Council.

D. Regular Business

D1. Approval of minutes from the July 16, 2018, Special Meeting

ACTION: Motion and second (Lai/Lubana) to approve minutes as written, passes 5-0.

D2. Discuss and approve next Committee meeting date

ACTION: Motion and second (Keith, Lubana) to schedule the next meeting for September 24, 2018, at 7:00 p.m., at the Belle Haven Branch Library, 413 Ivy Drive, passes 5-0.

D3. Consider requests for future agenda items

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

- Discuss and consider forming a subcommittee to work on fundraising for the branch
- Library System Improvements project update

D4. Discuss and consider writing a letter of response to the final needs assessment

ACTION: Motion and second (Lubana/Keith) to approve the following statement to be included in the staff report for the August 21, 2018 City Council meeting: "The Committee feels that the community needs expressed in the report require a new 21st century library in the Belle Haven neighborhood. We look forward to the next part of the process, including the space needs assessment and the library's siting. More specific feedback will be presented in the future", passed 5-0.

- D5. Discuss and consider forming subcommittees to work on needs identified in the final needs assessment

Committee member Lubana suggested that a fundraising subcommittee be formed and other subcommittees be formed to test the findings of the needs assessment with focus groups of neighborhood residents. Library Director Holmer said that if focus group discussions uncovered new information, it could delay the start of the space needs study. Committee member Gonzalez asked if there would be public input and the prioritization of needs during the space needs study. Holmer answered that there would be public input throughout the space needs process, and that Committee members could suggest types of groups to be included by the space needs consultants. Chair Cebrian wanted to emphasize that any space in a new library would need to be adaptable, given the changing needs of the community. Cebrian suggested that this item return on a future agenda, after the Council meeting on August 21.

E. Informational Items

- E1. Library system improvements project update

Assistant Director Szegda said that the system improvements project would come before City Council on August 21. The Belle Haven portion of the project would include a presentation by Gensler, the consultant group that wrote the needs assessment report. The main library portion of the project is awaiting City Council approval of the site and possible additional uses. The staff report for the meeting will include the Committee's statement in response to the final needs assessment.

- E2. Hayward Library presentation and tour announcement

Assistant Director Szegda and City Councilmember Keith announced a presentation by several persons instrumental in a successful campaign to fund, plan and build the new library in Hayward. Former Hayward Library Director Sean Reinhart, Former Hayward Director of Public Works Morad Fakhrai and Hayward Friends of the Library vice president and Library Commission chair Kari McAllister will give a talk on 21st Century libraries in the City Council Chambers on August 14. The presentation will be hosted by the City Council subcommittee on libraries and by library staff. There will be a tour of the under-construction Hayward Library on August 15, led by Noll and Tam Architects.

F. Committee Member Reports

- F1. Individual Committee Member reports

There were no individual reports.

G. Adjournment

Chair Cebrian adjourned the meeting at 7:57 p.m.

Minutes amended and approved at the September 10, 2018 special meeting of the Committee