



## REGULAR MEETING MINUTES

**Date:** 9/17/2018  
**Time:** 6:30 p.m.  
**Menlo Park Library**  
**800 Alma St., Menlo Park, CA 94025**

**A.** Chair Leep called the meeting to order at 6:34 p.m.

**B. Roll Call**

**Present:** Bugna, Chambers, Cohen, Hadrovic, Leep  
**Absent:** Lemons, Pandey  
**Staff:** Assistant Library Services Director Nick Szegda

**C. Public Comment**

- Aldora Lee spoke of her visit to the new Half Moon Bay library, and urged Commissioners to visit. She shared pictures of the library she had taken during her visit with the Commission.

**D. Regular Business**

D1. Approve the minutes from the August 20, 2018 Library Commission Meeting

**ACTION:** Motion/second (Cohen/Bugna) to approve the minutes without changes, passed (3-0), Chambers and Hadrovic abstaining as they were not in attendance.

D2. Select a member of the Library Commission to serve on the Parks Master Plan Oversight Committee

**ACTION:** Commissioner Hadrovic was selected (Cohen/Leep), passed (5-0)

D3. Discuss and consider making a recommendation to City Council regarding the addition of a high school student member to the Commission

**ACTION:** Tabled

D4. Discuss and consider making a recommendation to the Council regarding the selection of an active Library Commission member to the Belle Haven Neighborhood Library Needs Assessment Committee

**ACTION:** Tabled

D5. Discuss and consider convening a quarterly public meeting of library support group agencies

**ACTION:** Tabled

D6. Discuss and consider the results of the Belle Haven Neighborhood Library Needs Assessment

**ACTION:** Tabled

D8. Discuss and consider Little Free Libraries

**ACTION:** Tabled

D8. Consider requests for future agenda items

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

- Library System Improvements project update
- Select a high school student to a one year term on the Library Commission
- Little Free Libraries
- Belle Haven Library needs assessment results
- Commission representative on the BHNLC
- Informational meeting for library support agencies

## **E. Informational Items**

E1. Presentation from Jason Sugimura on adult literacy program Project READ

Jason Sugimura, Interim Project READ Director, gave an overview of Project READ's adult literacy programs. There is a new Outreach Specialist, Justin Pham, working for Project READ. A volunteer appreciation event will be held October 28. There is currently a 3 month wait for learners who want one-on-one tutoring.

E2. Presentation from Steve Haas – Friends of the Library

Steve Haas, President of the Friends of the Library, and Wayne Bonde, immediate past President, gave a report. There are 50 volunteers who work 8,000 volunteer hours a year raising money through in-library and online book sales. They are always looking for volunteers.

E3. Presentation from Jacqui Cebrian – BHNLC

Jacqui Cebrian, Chair of the Belle Haven Neighborhood Library Advisory Committee, shares the Committee's draft response to the Gensler needs assessment report. The Committee is recommending a new, separate, branch facility, and is discussing the composition and role of the Committee moving forward now that the needs assessment is coming to an end.

E4. Presentation from Monica Corman - Library Foundation

Monica Corman spoke of the Foundation's role as a fundraising group for major capital projects for the library. She and Foundation member Elyse Stein shared a video the Foundation made that

explained the role of 21<sup>st</sup> century libraries. The Foundation expressed their desire to move ahead despite the Council pause on the main library portion of the Library System Improvements project.

E5. Menlo Park Historical Association presentation

Bo Crane and Pamela Jones from the Menlo Park Historical Association shared their mission of collecting, preserving, and disseminating historical information about Menlo Park. MPHA publishes works that focus on local history, maintains a historical archive in the library basement, and organizes tours, events and lectures that are open to the public.

E6. Project READ Literacy Partners presentation

No presentation.

E7. Library System Improvements project update

The Council has decided to place a pause on the main library portion of the project and take it up again when the new Council reconvenes in January 2019. The Council will be moving forward with the Belle Haven portion of the project, and there will be a staff presentation of the needs assessment results at an October Council meeting.

E8. Report from the Assistant Director

Assistant Director Szegda reported that the selection of three new librarian positions was nearing completion. The new staff members were expected to begin work later in the fall. Library Director Susan Holmer announced her retirement, effective in early October.

**F. Commissioner Reports**

F1. Individual commissioner reports

There were no reports.

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

None.

**G. Adjournment**

Chair Leep adjourned the meeting at 8:40 p.m.

**Minutes approved at the October 15, 2018 Library Commission meeting**