

# Belle Haven Neighborhood Library Advisory Committee



## SPECIAL MEETING MINUTES

**Date:** 2/7/2018  
**Time:** 6:30 p.m.  
**Belle Haven Branch Library**  
**413 Ivy Dr., Menlo Park, CA 94025**

**A.** Library Services Director Susan Holmer called the meeting to order at 6:42 p.m.

**B. Roll Call**

**Present:** Cebrian, Cline (arrived at 7:02 p.m.), Gonzalez, Halaby, Keith, Lai  
**Absent:** Boire  
**Staff:** Library Services Director Susan Holmer, Assistant Library Services Director Nick Szegda

**C. Public Comment**

- Julie Shanson spoke about the library as part of city infrastructure, avoiding meeting schedule conflicts when possible, and extending the 7-day loan period for adult books.

**D. Regular Business**

D1. Committee member introductions

All Committee members introduced themselves.

D2. Selection of a Chair and Vice Chair

**ACTION:** Motion and second (Keith/Lai) to elect Cebrian as Chair and Halaby as Vice Chair, passed (6-1-01; Boire absent).

D3. Discuss and approve Committee meeting schedule

**ACTION:** Motion and second (Halaby/Keith) to hold Special Meetings and to schedule the next meeting for February 27, 2018, at 7:00 p.m., at the Belle Haven Branch Library, 413 Ivy Drive. The motion passed (6-0-1; Boire absent).

D4. Consider requests for future agenda items

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

- Physical branch library improvements – e.g. exterior lighting
- Library Commission work plan update
- Library System Improvements project timelines
- Belle Haven Neighborhood Library Needs Assessment update

**E. Informational Items**

E1. Belle Haven Neighborhood Library Needs Assessment update

Assistant Library Services Director Szegda reported that the City had selected Gensler as the consultant and that work has begun, including stakeholder interviews, “digital missions” to gather community input, and that onsite workshops would be held in April.

**F. Committee Member Reports**

F1. Individual Committee Member reports

There were no individual reports.

**G. Adjournment**

Chair Cebrian adjourned the meeting at 7:49 p.m.