

Belle Haven Neighborhood Library Advisory Committee



SPECIAL MEETING MINUTES

Date: 2/27/2018
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 7:11 p.m.

B. Roll Call

Present: Cebrian, Cline, Gonzalez, Halaby, Keith (arrived at 7:23 p.m.)
Absent: Boire, Lai
Staff: Library Services Director Susan Holmer, Assistant Library Services Director Nick Szegda

C. Public Comment

- Sheryl Bims asked the Committee to take into consideration some residents' desire to leave the school district

D. Regular Business

D1. Approval of minutes from the February 7, 2018, Special Meeting

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

D2. Discuss and approve next Committee meeting date

ACTION: Motion and second (Halaby/Cline) to schedule the next meeting for March 20, 2018, at 7:00 p.m., at the Belle Haven Branch Library, 413 Ivy Drive. The motion passed (4-0-3; Boire Keith and Lai 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 outreach/marketing methods
- Library System Improvements funding update
- Belle Haven Neighborhood Library Needs Assessment update

E. Informational Items

E1. Update on Library Commission work plan

Chair Cebrian gave an update on the Library Commission's latest work plan. Their top three priorities are Advocating for a new Belle Haven Branch Library, supporting efforts for a new Main Library, and supporting improvements in the Library System's program offerings. Little Free Libraries and the Film Discussion Meetup were cited as examples.

E2. Belle Haven Neighborhood Library Needs Assessment update

Assistant Library Services Director Szegda reported that Gensler continued their work on the needs assessment, and were preparing for a series of on-site workshops to be held on April 5 – 7 at the branch.

E3. Library System Improvements project update

Assistant Library Services Director Szegda reported that the third siting and uses meeting for the main had been held, and that staff would be presenting a recommendation to the Council in mid-April.

E4. Staff update on branch improvements

Director Holmer reported that the loan periods for Branch materials had been extended to three weeks, and that a lighted interior "open" sign was being considered. She also reported that work toward improving exterior signs and lighting was progressing with the school district.

E5. Staff presentation – examples of updated branch libraries

Assistant Library Services Director Szegda gave a presentation that focused on the attributes of recently constructed or remodeled branch facilities.

F. Committee Member Reports

F1. Individual Committee Member reports

There were no individual reports.

G. Adjournment

Chair Cebrian adjourned the meeting at 8:27 p.m.