



**CITY OF MANHATTAN BEACH
LIBRARY COMMISSION MEETING**

**April 13, 2015
Manhattan Beach City Hall
City Council Chambers
1400 Highland Avenue
Manhattan Beach, CA 90266
6:30 PM**

A G E N D A

- A. CALL TO ORDER**
- B. PLEDGE TO THE FLAG**
- C. ROLL CALL**
 - Commissioner Cooperman
 - Commissioner Clemons
 - Commissioner Silverman
 - Commissioner Hartzell
 - Commissioner Elasowich
- D. APPROVAL OF MINUTES**
 - March 9, 2015
- E. CEREMONIAL**
 - Friend of the Manhattan Beach Libraries
- F. AUDIENCE PARTICIPATION (3-Minute Limit)**
 - The public may address the Commission regarding City business not on the agenda.
- G. STAFF ITEMS**
- H. COMMISSION ITEMS**
- I. GENERAL BUSINESS**
 - 15/0112.1 Sunday Library Hours
- J. ADJOURNMENT**

TO:

Library Commission

FROM:

Gina Allen, Recreation Services Manager

SUBJECT:

Library Commission to Discuss the Option of Considering Sunday Library Hours.

RECOMMENDATION:

The Library Commission will discuss and provide recommendations for Sunday Library Hours for the City Council's consideration.

FISCAL:

There is no fiscal impact at this time.

BACKGROUND:

At the January 6, 2015 City Council meeting, City Council approved the Library Commission's request to discuss Sunday Library Hours and directed the Library Commission to evaluate options for the City Council's consideration.

At the March 9, 2015 Library Commission meeting, the Commission directed staff to work with the County in developing an implementation plan to add Sunday by closing another day during the week.

DISCUSSION:

The Los Angeles County Library Staff recommends the following implementation plan be implemented if the Commission decided to close an existing business day in order to open on Sunday.

The County recommends gathering daily attendance data for a year before determining what day should be closed.

After a year is completed, the County will analyze information and identify the day least utilized. That day would then be closed and the funds would be allocated to Sunday hours.

CONCLUSION:

The Library Commission will discuss and provide recommendations for Sunday Library Hours for the City Council's consideration.

**CITY OF MANHATTAN BEACH
MINUTES OF THE LIBRARY COMMISSION**

March 9, 2015
6:30 p.m.
Manhattan Beach City Hall

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A. CALL TO ORDER

The meeting was called to order at 6:30 PM.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: Commissioners Hartzell, Cooperman, Elasowich, and Silverman*

Absent: Commissioner Clemons and Silverman

Others Present: Recreation Services Manager Gina Allen, Recording Secretary Linda Robb

*Commissioner Silverman arrived at 6:34 p.m.

D. APPROVAL OF MINUTES

January 12, 2015 – Commissioner Cooperman moved to approve the minutes as written. The motion was seconded by Commissioner Elasowich. The motion passed.

Ayes: Commissioners Hartzell, Cooperman and Elasowich

Nays: none

Abstain: none

Absent: Commissioners Silverman and Clemons

E. CEREMONIAL

None

F. AUDIENCE PARTICIPATION (3-Minute Limit)

Chairperson Hartzell opened the floor for audience participation.

Jean Klaren, resident – Introduced the new President, Melinda Reiter and Vice-President, Martha Washburn, of Friends of Library

Elizabeth Kunkee, resident – Ms. Kunkee provided information supporting Sunday hours.

The floor was closed for audience participation.

G. STAFF ITEMS

Recreation Services Manager, Gina Allen informed that previous issues and inquiries regarding the Roundhouse request for information and a community board at the new library, library landscaping and possible partnerships, had been forwarded to the County and are currently being reviewed.

Ms. Allen also informed the Commission that Don Gould, who worked for the Manhattan Beach library for many years will not be returning to the Manhattan Beach library. Ms. Allen thanked him for his years of service.

H. COMMISSION ITEMS

Commissioner Silverman inquired about a library tour. Ms. Allen reported that the request has been made and the County has offered to give a tour closer to the Grand Opening, which has not yet been scheduled.

Commissioner Hartzell requested that Don Gould be formally thanked by the Commission for his service to our library and community.

Commissioner Elasowich moved to formally thank Mr. Gould at a future Commission meeting. Commissioner Cooperman seconded the motion.

Ayes: Commissioners Hartzell, Cooperman, Elasowich, and Silverman

Nays: none

Abstain: none

Absent: Commissioner Clemons

Commissioner Cooperman asked if there is any way to get the word out to the public. Ms. Allen stated that the information could go on the City Website and social media.

Commissioner Silverman would like to recommend that the City Council also recognize Mr. Gould.

Commissioner Hartzell asked the Yolanda DeRamus of the County of Los Angeles when the Commission might know who will succeed Don Gould. Ms. DeRamus stated that the County is in the process of interviewing and is hoping to make a selection soon. When the successor is chosen, he or she will come to a Library Commission meeting to meet the Commissioners.

Commissioner Hartzell inquired if a new children's librarian will be hired. Ms. Barbara Custen, Assistant Director, LA County, stated that the County will be hiring a Full-time Children's librarian II and a full-time Children's librarian I to be in place by the time the library opens. One would focus on Children and the other would focus on middle/high school students.

Ms. DeRamus announced that a grand opening date has not yet been set by Supervisor Don Knabe.

I. GENERAL BUSINESS

15/0112.1 Sunday Library Hours – Ms. Allen introduced Ms. DeRamus and Ms. Custen for a presentation on the cost of Sunday hours. Ms. Ramus stated that the cost would be \$76,000/year for 4 hours and \$125,000/year for 6 hours. Ms. Allen stated that there are no funds for Sunday hours so those funds would need to come from hours cut from other days or the City Council would have to vote to allot funds to Sunday hours. Commissioner Hartzell inquired if the library could be open every other Sunday. Ms. DeRamus stated that there is a level of expectation for patrons and that currently, all LA County libraries that are open on Sunday are open every Sunday to avoid confusion. Commissioner Hartzell asked, if there are any restrictions on where the

funds can come from, if the City or County could not provide the funds. Ms. DeRamus stated that handling donations is a simple process and that the donations should be ongoing to satisfy expectation of service.

Commissioner Silverman asked if the hours would be a full day. Ms. DeRamus stated that a half day is what was requested. She stated that first the library would open, then, usage statistics would be studied to find the best open hours and programming decisions would be based on those statistics. She stated that some cities supplement funding for their Sunday hours. Commissioner Cooperman stated that Mr. Gould would come in every year with \$50,000 of funds approved for unspecified programs. He asked if those funds are available, might they be used to fund Sunday staffing. Ms. Custen replied that the library will be operating on a tight budget due the bond obligation, however everything should work as it had before. Ms. DeRamus stated that if those funds were available and had not been committed to any other program, it could probably be used to fund staffing. Ms. Custen cautioned that the community will expect very good library service, and if those funds were available, programming should not be sacrificed.

Commissioner Hartzell stated that the Commission is in favor of exploring the Sunday hours. Ms. Allen stated that the City Council instructed the Commission to discuss the topic and suggest an implementation plan. Ms. Allen stated that she would work with the County to examine a plan to add Sunday by closing another day during the week. The two scenarios could then be discussed at a future meeting.

J. ADJOURNMENT

Commissioner Silverman moved to adjourn. The motion was seconded by Commissioner Cooperman . The motion passed.

Ayes: Commissioners Hartzell, Cooperman, Elasowich, and Silverman

Nays: none

Abstain: none

Absent: Commissioner Clemons

The meeting was adjourned at 7:06 p.m.