

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

November 9, 2015

6:30 p.m.

Manhattan Beach Library Meeting Room

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A. CALL TO ORDER

The meeting was called to order at 6:31 PM.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: Commissioners Elasowich, Clemons, Hartzell, Kunkee and Casady

Absent: none

Others Present: Director of Parks and Recreation, Mark Leyman and recording secretary, Linda Robb

D. APPROVAL OF MINUTES

September 14, 2015 - Commissioner Casady moved to approve the September 14, 2015 minutes as written. Commissioner Clemons seconded the motion. The motion passed.

Ayes: Commissioners Elasowich, Clemons, Hartzell, Kunkee and Casady

Nays: none

Abstain: none

Absent: none

E. CEREMONIAL

None

F. AUDIENCE PARTICIPATION (3-Minute Limit)

Commissioner Elasowich opened the floor to audience participation.

Seeing none, the floor was closed.

G. GENERAL BUSINESS

None

H. COMMISSION ITEMS

Commissioner Kunkee reported her observations of the library for the past couple of months. She noticed that it was very popular when it was hot. She observed that it is very quiet upstairs and more conversational downstairs. She noticed a dog in the library that did not appear to be a service dog and would like clarification on the rules of the library. She saw teens eating in one of the rooms and thought that it might attract bugs. Commissioner Clemons stated that she had been told that food and beverage are allowed. Commissioner Kunkee recommended Commissioners informally poll the community and report back

about what the community thinks about foods and dogs in the library. Director Leyman stated that it seems to be at the discretion of the library manager. Commissioner Kunkee stated that the Sunday hours are very popular and the library appears to be happily busy on Sundays.

Commissioner Clemons stated that the original intention of the design of the library was to be quiet on the second floor and more conversational on the first floor. The teen room and small conference rooms are designed for conversation because they are closed in.

Commissioner Kunkee added that sunlight blasts through the windows at around 2:00 or 3:00 in the afternoon during daylight savings time. She stated that it is not the case now with the time change but will be an issue when daylight savings time starts in March.

Commissioner Casady asked if the commission may ask that the library manager to clarify these issues that were raised. Director Leyman stated that the expectation is that when the new library manager is chosen, he/she will attend meetings to address concerns as they come up.

I. STAFF ITEMS

Director Leyman gave an overview of the Strategic plan and distributed the Strategic Plan staff report. He explained that this document will segue into the Commission workplan. The idea is to develop a Commission workplan for the year and develop a list of ideas and/or projects for City Council consideration. The items that are approved by the City Council, will allow the Commission to have a workplan and follow through with projects for the upcoming year. Director Leyman recommended the Commission to start thinking about things that can go on this list. The work plan concept is still being developed with the idea of evaluating it on an annual basis. Commissioner Elasowich asked if a member of the community were to address the Commission in March, would their issue need to be postponed until the next January? Director Leyman stated that new items would follow the process in the Commission Handbook, going to the City Council for their review and approval. Commissioner Hartzell suggested that the Commission is largely in the dark in between meetings and they should be receiving updates from the County regarding circulation, etc. Commissioner Hartzell stated that having to ask for permission to put a library item on the Library Commission agenda is borderline contemptuous. He suggested the idea of a City Council member being a liaison or direct contact to the Commission to streamline the process of agendaizing a discussion item. He would like an update on where the County is in the hiring process for the new manager, circulation, etc. He stated that if the Commission is looking to put together a list of ideas, it would be good to know what's going on at the library. He feels that without the information, it is difficult to make a plan.

Director Leyman stated that he will request the monthly reports from the County. He will also pass along the idea of a City Council liaison to work with the Commission. Commissioner Kunkee feels that a workplan will be very beneficial for addressing regular issues such as the number of books and parking but agrees with Commissioner Hartzell that many important things will be brought to the Commission by the public.

Commissioner Casady stated that this Commission is different in that it deals with the County. Commissioner Hartzell stated it is especially difficult when the County holds its information so close and will not provide answers to questions.

Commissioner Cleamons asked for feedback on the Sunday hours as it is on a trial basis. Director Leyman stated that the Sunday hours are funded through the end of the fiscal year.

J. ADJOURNMENT

Commissioner Hartzell moved to adjourn. Commissioner Casady seconded the motion. The motion passed.

Ayes: Commissioners Silverman, Elasowich, Cleamons, Kunkee and Hartzell

Nays: None

Abstain: None

Absent: None

The meeting was adjourned at 7:10.