



**CITY OF MANHATTAN BEACH
LIBRARY COMMISSION MEETING**

**May 9, 2016
Manhattan Beach City Hall
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 Elasowich Commissioner Clemons
Commissioner Hartzell Commissioner Kunkee
Commissioner Casady
- D. APPROVAL OF MINUTES**
April 11, 2016
- E. CEREMONIAL**
Recognition of outgoing Commissioner Gary Hartzell
- F. AUDIENCE PARTICIPATION (3-Minute Limit)**
The public may address the Commission regarding City business not on the agenda.
- Librarian's Report – Melissa McCollum, Library Manager will discuss library programs, activities and updates. Presentation will include a 9 minute video of the Library's Year One celebration.
- G. GENERAL BUSINESS**
Selection of 2016/2017 Library Commission Chair
- H. COMMISSION ITEMS**
- I. STAFF ITEMS**
Erik Zandvliet, Traffic Engineer - Parking
- J. ADJOURNMENT**

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

April 11, 2016
6:30 p.m.

Manhattan Beach Library Meeting Room

CONTENTS

A. CALL TO ORDER

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

B. PLEDGE TO THE FLAG

C. ROLL CALL

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

Absent: none

Others Present: Director of Parks and Recreation, Mark Leyman; Recreation Services Manager, Eve Kelso and recording secretary, Linda Robb

D. APPROVAL OF MINUTES

March 14, 2016 - Commissioner Hartzell moved to approve the March 14, 2016 minutes as written. Commissioner Clemons seconded the motion. The motion passed.

Ayes: Commissioners Elasowich, Kunkee, Hartzell, Clemons 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.

Melissa McCollum, Library Manager – gave the following updates on Library programs and partnership.

April 10-16 is National Libraries Week.

Ms. McCollum read a sample of the haiku poems from Haiku Hullabaloo. The open mic event will be on Saturday, April 16.

Captain Charles Moore, author of Plastic Ocean will be speaking at the library on April 18th. Beach Cleanup will be on April 23rd.

Year One celebration will be held on Sunday, May 1.

Kids Book Clubs for 2nd/3rd and 4th/5th graders starting in June.

Ms. McCollum reported that she had met with Janet Jones of the Parks and Recreation Commission to discuss some of her “More Than Books” programming ideas for high

quality arts programming aimed towards adults. Commissioner Clemons asked how sponsorship for this type of program would work with the County. Ms. McCollum stated that is what needs to be discussed. Commissioner Casady inquired if donations would be funneled through the Friends of the Library. Ms. McCollum stated that is one option.

Commissioner Kunkee inquired about the middle school and elementary school summer reading lists. Ms. McCollum stated that she has received the middle school list and is trying to obtain the elementary list and it is her hope to have the lists before they become public so that books may be ordered ahead of time.

Commissioner Kunkee asked if there would be another Librarian mixer as a year-end, start-of-summer event. Ms. McCollum thought an end of summer event would be useful. Commissioner Hartzell mentioned that the event was spearheaded by former staff liaison, Gina Allen who may have left notes regarding who sponsored the event. Director Leyman stated that a date should be decided first and then invitations can be sent out.

Melinda Ryder, Friends of the Library – gave an update on the recent Friends of the Library book sale. She reported that the book sales are not doing as well as they used to. She showed their new book bag and thanked the Parks and Recreation department for their assistance with design and finding a vendor. The bag will be given to new Friends of the Library members. She stated that book and DVD donations are always needed.

The floor was closed to public comment.

G. GENERAL BUSINESS

None

H. COMMISSION ITEMS

Commissioner Hartzell recommended moving the Librarians report out of the Audience participation section to a section above as it would better represent the partnership between the Library and the Commission. Commissioner Kunkee supported the sentiment as did the other Commissioners. Director Leyman added that he will follow up with the City Clerk to find what the different options are as the agendas need to be consistent with the other Commissions. Commissioner Hartzell asked if the agendas should reflect the interests of the different commissions rather than be the same agenda for all.

Commissioner Casady introduced the idea of lunch hour library programming geared toward adults.

Commissioner Hartzell asked Ms. McCollum about evening programming at the library. Ms. McCollum stated that 3 events per month would be a good month for adult programming but it currently ranges anywhere from 1 to 5.

Commissioner Kunkee stated that parking should be discussed. The parking structure downstairs from City Hall is limited to City employees Monday through Thursday from 8:00 to 3:00 pm, effectively decreasing library parking. Commissioner Casady asked if there have been complaints about parking. Ms. McCollum stated that there have been but that she believes that this complaint is valid for all activities here in the City. Director Leyman recommended asking the traffic engineer for specific parking data. Commissioner Kunkee asked if the hours of the upper parking lot should be reconsidered based on the library hours. Commissioner Clemons mentioned that there is no parking information on the library web page.

I. **STAFF ITEMS**

Director Leyman introduced Eve Kelso, Recreation Services Manager, who will be taking over as the Library Commission liaison.

J. **ADJOURNMENT**

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

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

Nays: None

Abstain: None

Absent: None

The meeting was adjourned at 7:10 PM.

DRAFT

CITY OF MANHATTAN BEACH

MEMORANDUM

TO: Library Commission

FROM: Mark Leyman, Director, Parks and Recreation

DATE: May 6, 2016

SUBJECT: Selection of 2016/2017 Library Commission Chair

Annually, the Library Commission is required to select a Chair and Vice Chair for the Commission. The Commission Chair is a one year term (June to May) and is rotated amongst the Commissioners in order of their seniority on the Commission. Commissioner Elizabeth Kunkee would be next in line to serve as Chair followed by Commissioner Cort Casady.