



CITY OF MANHATTAN BEACH LIBRARY COMMISSION MEETING

**March 11, 2019
City Hall
City Council Chambers
1400 Highland Ave.
Manhattan Beach, CA 90266
6:00 PM**

A G E N D A

- A. CALL TO ORDER**
- B. PLEDGE TO THE FLAG**
- C. ROLL CALL**
 - Commissioner Windes
 - Commissioner Elasowich
 - Commissioner Schreiner
 - Commissioner Jones
 - Commissioner Bond
 - Commissioner Owen
- D. APPROVAL OF MINUTES**
 - February 11, 2019
- E. CEREMONIAL**
- F. AUDIENCE PARTICIPATION (3-Minute Limit)**
 - The public may address the Commission regarding City business not on the agenda.
 - Librarian's Report – Library Manager, Maria Manigbas will discuss library programs, activities and updates.
- G. GENERAL BUSINESS**
 - Discussion of Library Commission Workplan items
- H. STAFF ITEMS**
 - City Council Re-cap
- I. COMMISSION ITEMS**
- J. ADJOURNMENT**

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

February 11, 2019
6:00 p.m.
City Council Chambers

CONTENTS

A. CALL TO ORDER

The meeting was called to order at 6:02 PM.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: Commissioners Elasowich, Schreiner, Windes, Jones, Owen

Absent: Commissioner Bond

D. APPROVAL OF MINUTES

Commissioner Jones moved to approve the January 14, 2019 minutes as written.

Commissioner Windes seconded the motion. The motion passed.

Ayes: Commissioners Elasowich, Windes, Jones, Schreiner, Owen

Nays: None

Abstain: None

Absent: Commissioner Bond

E. CEREMONIAL

None.

F. AUDIENCE PARTICIPATION

Chair Elasowich opened the floor to audience participation.

Community Library Manager, Maria Manigbas gave some program updates including: Tracy Rosette, Library Aide was promoted to Children's Librarian at the Culver City Library. West Region Assistant Regional Administrator, Kelly Helper, was promoted to Library Administrator based at the Los Angeles Headquarters.

The Bikemobile will be at the Farmers Market on February 12. Claire Moore and Ms. Manigbas will have a story time session and will be registering library cards.

Blind date with a book will be from 3:00-5:00, with a guess-the-number-of-kisses-in-a-jar contest.

Bookmark contest winners were honored at a City Council meeting. The bookmarks are available at the library. There were a total of 252 submissions.

Brother Youssef children's music concert was hosted.

Escape Room will be held on Tuesday, February 26th.

Teens will be doing felted Geodes, February 21st.

The floor was closed to public comment.

G. GENERAL BUSINESS

Discussion of Commission workplan items:

19/2011.1 – Discussion of LA County Library Report from 2017-2018 Fiscal Year and Surplus Recommendations Discussion – Manager Kelso reported that parking came up as an issue and may be dealt with on the staff level. On the possibility of teaming up with Malibu for the historical archive mobile, it might be wise to wait until the negotiations with the school district. Recommendations are going to City Council on March 6th, 2019.

Regarding the MBUSD and County partnership, Commissioner Windes shared that the Mira Costa Library repairs were almost finished when another issue arose and the library could not be opened. Students are able to access textbooks in a separate classroom but the library is still closed and no meeting has occurred between the County and Mira Costa. There is currently no timeframe for a meeting.

Commissioner Windes would like convey to the City Council that the Commission is hopeful for a summer program with Los Angeles County. Commissioner Jones asked if Manhattan Beach Middle School (MBMS) has been considered. Commissioner Windes stated that the commission had discussed previously that the MBMS library is too small to be effective. Manager Kelso asked if the Mira Costa High School library would be easily accessible on the weekends. Commissioner Windes stated that there is a fence that may be unlocked over the summer, but it not completely clear. She added that access may be challenging for older adults.

Commissioner Schreiner is concerned about who is responsible for providing services to the public for the hybrid library location. Commissioner Windes stated that is what the discussions will be about. She believes that there are funds from the County available for this purpose and that it may not be coming from the surplus.

The Commission is reluctant to recommend spending surplus money on the county-wide MemMo initiative.

Commissioner Windes moved to recommend to the City Council, use of the Manhattan Beach Library Surplus Funds, for the following items:

1. Increase the hours to make the Adult Services Librarian position full-time, \$58,000 (ongoing)
2. Family Place Certification, \$25,000 (one-time)
3. Three additional window cleanings, \$3,000 (ongoing)
4. Explore a proposed hybrid school/public library location at Mira Costa High School for a summer pilot program.

Commissioner Elasowich seconded the motion. The motion passed.

Ayes: Commissioners Elasowich, Windes, Jones, Schreiner, Owen

Nays: None

Abstain: None

Absent: Commissioner Bond

Library Staff Meet and Greet will be held on April 23rd, 2019. Commissioner Owen designed the invitation to be sent to library staff and City Council. Commissioner Jones

suggested that each Commissioner try to solicit gift card donations for raffle prizes. Invitations should be sent out four weeks in advance with a two week reminder. Manager Kelso will be in charge of the food.

Library Lunch Club – Commissioner Windes reported that she and Commissioner Jones have discussed the sold out {Pages} event for 100 people at \$25 each. She reported that she has a list of people who would attend if the Commission hosted Chris Erskine. Ms. Manigbas confirmed that up to 80 people can fit in the meeting room and will send diagrams for setup. Commissioner Windes recommends contacting Mr. Erskine to invite him and perhaps Cort Casady could approach MB Post again to ask for a lunch donation. There was some discussion on timing. Commissioner Windes thinks that it would be easiest to sell the tickets at City Hall. There may also be a waitlist from {Pages} the commission could access to invite guests.

Ms. Manigbas will send available dates for the library meeting room to Commissioner Schreiner and then Commissioner Windes will contact Chris Erskine. Commissioner Windes is confident that at least 70 people will come. Commissioner Jones will speak with MB Post if Cort Casady is not available.

MB Writer Awards on hold.

Books and Cooks – the goal is to hold this event in September. The commission will research food trucks. Commissioner Jones reported that she had a discussion with Melinda Riter and Friends of the Library. The conclusion was that Friends of the Library was willing to assist with funding the entertainment. Commissioner Windes recommended the small musical group that she enjoyed at a previous library event. Linda Robb mentioned that the small parking lot on 15th Street behind the Library might be a good place to station the food trucks for the event. Commissioner Jones will prepare a budget to present to the Friends of the Library Board.

Book Vending Machine on hold.

H. STAFF ITEMS -

Manager Kelso reported that the Brown Act will allow 3 people on an ad-hoc committee as that does not constitute a quorum. Commissioner Windes asked to have that in writing from the City Attorney.

I. COMMISSION ITEMS

none

J. ADJOURNMENT

Commissioner Elasowich moved to adjourn the meeting. Commissioner Windes seconded the motion. The motion passed.

Ayes: Commissioners Elasowich, Windes, Schreiner, Jones, Owen

Nays: None

Abstain: None

Absent: Commissioner Bond

The meeting was adjourned at 7:13 PM.