

CITY OF MANHATTAN BEACH
MINUTES OF THE LIBRARY COMMISSION

December 9, 2019
6:00 p.m.
City Council Chambers

CONTENTS

A. CALL TO ORDER

The meeting was called to order at 6:05 PM.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: Commissioners Bond, Jones, Siemak, Parikh, Windes, Chair Schreiner

Absent: None

Others present: Recreation Services Manager, Eve Kelso; Recording Secretary, Linda Robb

D. APPROVAL OF MINUTES

Commissioner Windes moved to approve the November 4, 2019 minutes with the following corrections:

p.2, paragraph 3 – Change “There has been talk of having it on a different date” to “There has been talk of an additional date”

p.3, paragraph 1 – change the word “monthly” in the second sentence to “regularly.”

p.3, paragraph 2 – Sentence 3 will now read, “There will be sandwiches and fruit, and commissioners will be soliciting gift cards or ideas for giveaways.”

Commissioner Siemak seconded the motion. The motion passed

Ayes: Commissioners Bond, Jones, Schreiner, Siemak, Parikh, Windes

Nays: None

Abstain: None

Absent: None

E. CEREMONIAL

None

F. AUDIENCE PARTICIPATION –

Chair Schreiner opened the floor to audience participation.

Library Manager, Maria Manigbas gave her program and staffing updates:

37 programs were held in November with 1883 attendees. Programs and participation continue to increase.

There were 10 events for adults in November with a total of 131 attendees.

The Library is celebrating the birth month of Jane Austen with several different events throughout December.

The floor was closed to public comment.

G. GENERAL BUSINESS

Discussion of Work plan items for 2020:

East Manhattan Beach Library Services – Commissioner Schreiner reported that a meeting has been set up with Dr. Matthews, Dr. Donnalyn Murakawa-Leopard, Skye Patrick, Jessie Walker-Lanz, and Grace Reyes, for December 16th. This meeting will drive the decision making regarding usage of the Mira Costa library and how to proceed with East Manhattan Beach services. Commissioner Jones stated that this is a two pronged item, one for library services and one for after school study space. Commissioner Jones is concerned with the timeline and does not want another summer to go by without services.

Commissioner Jones would like to mention at the joint meeting, that an OpenGov survey is being prepared to determine actual needs for East Manhattan Beach.

Commissioner Windes suggested that the survey should include a question about digital library services.

The commissioners went through each question, suggesting changes. Commissioner Siemak will incorporate the suggestions and bring back the revised survey to the February meeting.

Commissioner Bond mentioned that the survey may bring additional needs to light. For example, there may be a need for children's story time on the east side. Commissioner Windes did not think the intent was for the Mira Costa library to be used for children.

The commission asked if the survey could be administered at the library in addition to online. Ms. Manigbas will check to make sure that a table at the library to promote the survey is allowed.

Commissioner Siemak suggested running the survey for one month, and then determining if it needs to run longer. It was decided that if approved at the February meeting, the survey will be posted in February.

Library Meet and Greet – The date has been changed to April 22nd, 2020.

Commissioner Jones confirmed that the menu will be sandwiches and chips from Corner Bakery, and that music can be played through a streaming service. Commissioners Jones and Bond mentioned that during the holiday season, throughout Manhattan Beach, some retailers and restaurants will offer bonus gift cards with a gift card purchase. These bonus cards may be used for door prizes. There is a \$250 budget for the event. Decorations will be similar to the previous year. Parks and Recreation will provide raffle tickets. A flyer will be available in early March.

Library Lunch Club – Commissioner Windes reported that she and Commissioner Schreiner would like to propose a Library Supper Club, instead of a lunch club. The proposed date is June 12th – 5:00 p.m. Ms. Manigbas will check room availability for the library. Jan Dennis has been chosen as the author/speaker. She has recently written her latest book on the Manhattan Beach Fire Department. They would like for the commission to honor her, five firefighters and the Fire Chief at the event. Commissioner Windes reported that Jan Dennis was thrilled to be asked, but the Fire Department has not

yet been approached. Ms. Dennis will bring her own books that will be available for sale. Commissioner Schreiner added that she had spoken with a representative from Urban Plates as a possible caterer for the event. Urban Plates has just opened and may want to get their name out into the community. Corner Bakery is also being considered. Commissioner Jones likes the idea of a later event, but is not completely sold on Jan Dennis. Commissioner Bond thinks it's a great place to start. Commissioners Windes and Schreiner are recommending charging \$10 per person. Older Adults Program Manager, Jan Buike volunteered previously to sell tickets at a Rotary meeting. Commissioner Windes stated that there should be a maximum of 65 attendees with 10 round tables. The goal is still to secure a donation for the food.

Library Summer Reading Program Outstanding Readers – The Commission would like to continue this recognition. Ms. Manigbas recommended that the Commission work with the Children's Librarian to coordinate. The recognition is usually held in September.

Blind Date with a Book – Commissioner Windes and Schreiner would like set up a stand at the North End Holiday stroll, December 14th from 3:00-5:00. Instead of Blind Date with a Book, they will be calling it Season of Books, Recycling Books. The name may change seasonally. Commissioner Bond volunteered to donate some books.

MB Writer Awards – the planning is in process, a comprehensive report will be presented in early 2020. The event will come to fruition in May 2021. Commissioners Bond and Jones are in the information gathering phase. The awards will be for School age children, and adults. Sponsorship opportunities for prizes are being researched.

Library Anniversary celebration (Books and Cooks) – Librarians have been meeting and planning a program for performers. There may be cookies from Beckers and perhaps a cake. No action is required from the commission at this point.

H. STAFF ITEMS –

Eve announced that this will be her last meeting, as she is retiring on December 19, 2019.

I. COMMISSION ITEMS

Commissioner Windes moved to cancel the January 13, 2020 meeting due to the joint commission meeting on January 6th. Commissioner Siemak seconded the motion. The motion passed.

Ayes: Commissioners Schreiner, Siemak, Parikh, Windes
Nays: Commissioner Jones
Abstain: Commissioner Bond
Absent: None

Commissioner Windes announced that she and Commissioner Schreiner will be representing the Library Commission on the Santa Float on December 12th.

J. ADJOURNMENT

Commissioner Jones moved to adjourn the meeting. Commissioner Bond seconded the motion. The motion passed.

Ayes: Commissioners Bond, Jones, Schreiner, Siemak, Parikh, Windes
Nays: None
Abstain: None
Absent: None

The meeting was adjourned at 7:35 PM.