

CITY OF MANHATTAN BEACH
MINUTES OF THE LIBRARY COMMISSION

March 9, 2020
6:00 p.m.
City Council Chambers

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A. CALL TO ORDER

The meeting was called to order at 6:03 PM.

B. PLEDGE TO THE FLAG

C. ROLL CALL

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

Absent: None

Others present: Recreation Program Manager, Adela Cornejo; Recording Secretary, Linda Robb

D. APPROVAL OF MINUTES

Commissioner Windes moved to approve the February 10, 2020 minutes with the following changes:

P.2, paragraph 2 of General Business – 1st sentence to read “Mayor Pro-Tem, Richard Montgomery informed Chair Schreiner that he will ask Parks and Recreation Director, Mark Leyman to communicate with Mark Bauman from County Supervisor Janice Hahn’s office, to suggest days for the Bookmobile. 2nd sentence removed.

Commissioner Bond seconded the motion. The motion passed.

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

Nays: None

Abstain: None

Absent: None

E. CEREMONIAL

None

F. AUDIENCE PARTICIPATION –

Chair Schreiner opened the floor to audience participation.

Maria Manigbas reported that the meeting room was closed from February 18th through March 4th for the presidential primary. Tabling for the Commission’s library survey has been approved and the Commission’s request for library bookmobile has been forwarded. Request for banner removal has been forwarded.

29 programs were held in February with 1270 attendees.

Ms. Manigbas reported that library staff helped with the election by coming in early throughout the voting period and that staff worked until 11:30 p.m. on election day. Commissioner Windes relayed that the volunteers were grateful that they were able to borrow books and read while they had downtime. Commissioner Jones would like to acknowledge this help at the appreciation event.

The floor was closed to public comment.

G. GENERAL BUSINESS

Discussion of Work plan items for 2020:

East Manhattan Beach Library Services – 2 parts – Commissioner Siemak completed the survey which was given to Jan Buike. Linda Robb reported that the survey has been prepared in OpenGov and just needs review and approval by the City Manager. The survey will ideally run from March 10th through 31st. Ms. Manigbas stated that Tuesdays 11:00-12:00 and Saturdays 10:00-12:00, are good times for the library table. Commissioner Jones volunteered to be at the library on March 21st, 10:00-12:00, and Commissioner Bond, March 31st, 11:00-12:00.

Once the survey is complete, Mark Leyman will speak with Mayor Montgomery before making any requests for the bookmobile from the County. Commissioner Schreiner reported that she had spoken to Heather Hoffman from the Manhattan Beach Unified School District (MBUSD) and they are still awaiting word from the County. Commissioner Windes stated that MBUSD is considering a \$3.5M reduction in costs and the librarian has been pink slipped for the time being. Chair Schreiner reported that the Library specialists at elementary schools have also been lost. Commissioner Jones stated that, as such, it is even more important for the school librarians to attend the appreciation event so that they can be honored.

Library Appreciation Party – Commissioner Jones will invite the City Council members; name tags are made and bookmarks are forthcoming. She confirmed that arrival time is 1:15pm for commissioners. Commissioners Bond and Jones met with Jan Buike and Mark Leyman who confirmed that the City will be providing five City branded blankets. Teal will be the color scheme. Jan Buike will order the food from Corner Bakery and bring raffle tickets and a bowl. Commissioner Bond will handle the Pandora music. At 2:15, Commissioner Schreiner will welcome guests and Commissioners Jones and Bond will introduce the MB Writer Awards. A parking pass for the Civic Center lot will be provided to Commissioners Windes and Schreiner. Any feedback given to Ms. Manigbas will be relayed back to the commission. Commissioner Windes suggested having the honorees wear leis. Various other ways to distinguish the honorees were discussed. It was decided that the guests would include their place of employment and title on their nametag. There will be an estimated 35 guests, including the Friends of the Library, County Library employees, school librarians and City Council.

Library Supper Club – Commissioner Windes reported that she and Commissioner Schreiner had met with Marvin Mack, local director of Urban Plates and also spoke with the CEO of Urban Plates, who is very interested in catering the event. They have previously provided meals for the Police and Fire Departments. Chief Daryn Drum has been contacted via email, and is currently on vacation. Graphic Designer, Kristin Yamauchi is working on a flyer. Commissioner Jones thinks the name should be rebranded because supper may mean something different to different people and it may set an expectation for a meal. Commissioner Schreiner and Windes set the time at 4:00 so

that attendees could come and have some light fare before going home to have dinner with their families.

Library Summer Reading Program Outstanding Readers – Ms. Manigbas reported that the Summer Discovery program is in the works but she is not sure if the Outstanding Readers program is happening this year.

Blind Date with a Book – Commissioner Windes reported that 5 Blind Dates have been held (3 Valentine’s Day at the library, 1 North End Holiday Stroll, 1 Art Event). 6 teens have helped out and 75 books have been given away. It was discovered that if the description is too mysterious, it takes longer for people to take the books. From now on there will be more information (subject, author, age range) on the wrapper. Commissioner Windes asked about the possibility of having seniors to the library for a tour, possibly organized through the Older Adult Program. The idea came up to set up a Blind Date booth at the next Light Gate Sunset on November 14th.

MB Writer Awards – Commissioner Bond reported that she and Commissioner Jones had met with Mark Leyman and Jan Buike. It was decided that there will be a Writers Award page on the Parks and Recreation website so people can make online submissions. There will be a box at the Park and Recreation counter where people can drop off submissions. An announcement and call for volunteer judges at the library appreciation event will be made. Sponsorships may be allowed for prizes (Mark Leyman and Jan Buike to verify) and there will be verbiage thanking the sponsors. Marketing for the contest will be done via NextDoor, Facebook and Instagram. Commissioner Bond is compiling language from other contests so there is no need to reinvent the wheel. There will be a 1st and 2nd prize in each category.

Fifth Anniversary celebration – Ms. Manigbas has received confirmation for performers and will be bringing in Makmo blue blocks. Another organization is having an event on April 25th so this tentative date may need to be reconsidered.

H. STAFF ITEMS

None

I. COMMISSION ITEMS

Commissioner Jones brought some Rancho Mirage program booklets to the commissioners for inspiration. The Rancho Mirage City Council supported building a planetarium at the library.

Commissioner Windes stated that she had spoken with Melissa McCollum, the previous librarian, and her memory of the funding for the Late Night at the Library was ½ Cultural Arts and ½ Friends of the Library.

J. ADJOURNMENT

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

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

The meeting was adjourned at 7:13 PM.