

CITY OF MANHATTAN BEACH
MINUTES OF THE LIBRARY COMMISSION MEETING
Monday, March 14, 2022
5:00 PM
Location: Virtual – Instructions within Agenda

A. CALL TO ORDER at 5:10 pm

B. ROLL CALL

Commissioner Bond	Commissioner Schreiner
Commissioner Windes	Commissioner Jones
Commissioner Parikh	

Attending: Windes, Schreiner, Jones, Parikh

Absent: Bond

C. APPROVAL OF MINUTES

February 14, 2022

Commissioner Jones recommended including Henry the Eagle Scout's last name, and recommended that initiative or work plan item to have an author so that we can refer quickly.

Move to adopt minutes: Commissioner Windes

Second: Commissioner Schreiner

Ayes: Windes, Schreiner, Jones, Parikh

Nays: None

Minutes approved with the recommendations

D. CEREMONIAL – None

E. AUDIENCE PARTICIPATION (3-Minute Limit)

Librarian's Report – Acting Library Manager, Josh Murray

Josh Murray on behalf of Manhattan Beach Library- The library has resumed the Smartypants Storytime programs on March 3, for children ages two to five and their caregivers. The library anticipates introducing a monthly children's activity, tween book club, and teen art activity. The monthly in-person book club will be back soon. In-person study rooms are open and reservations are accepted a week in advance with the upstairs reference desk. Masks are still required in some rooms and are limited to one person/family unit at a time. The library book sale is on Saturday, March 19 from 10 am to 2 pm.

Josh Murray reported that the interior of the library has resumed normal capacity numbers and masks will not be required, but strongly suggested after Monday, March 21.

F. GENERAL BUSINESS

1. 2022 Work plan updates:

- a) **Afternoon with an Author** - Commissioner Schreiner states there is no new information.

Commissioner Jones suggests they postpone until July so they can have up to 60 people.

Commissioner Schreiner would like to NOT postpone and will ask Manager Murray to reserve the meeting room for May 13th.

- b) **East Manhattan Beach Library Services** -
Public Comment by Bob Siemak: An exterior table will be needed for distribution due to logistics.

Josh Murray responds that the furniture of the library is bulky and setting up additional tables at the entrance would be against ADA compliance so a separate card table and chairs would be necessary. Additional furniture near the entrance would not provide enough space for wheelchair access.

Commissioner Jones asks what the target date for the distribution of the survey is and how long the duration will be.

Sr. Management Analyst Robb suggests two weeks for the duration. She will post the survey online on the library commission webpage with a QR code. She'll give the link to Commissioner Parikh for Mira Costa High school and it will be ready to go on Monday, April 11.

Commissioner Jones would like a schedule for sign-ups for the commissioners to run the survey in front of the library

- c) **MB Poetry Event** - Commissioner Schreiner reports there are no updates.
- d) **Library Appreciation Party** - Commissioner Jones stated the date for the party has been locked in for Tuesday, May 10 from 9 am to 11 am with 'grab and go' breakfast from The Kettle. She will prepare the invitations and will send an email invitation to Josh Murray for distribution to the 21 staff members. She suggested the Commission find a way to acknowledge school librarians for their contributions. She asked that the commissioners bring their ideas to the next meeting.
- e) **Library Commission Book Giveaway** (formerly No Strings Attached) - Commissioner Windes says it has not changed and will still be connected to the Library Photo Op Day.

- f) **Story Adventure** - Commissioners Jones and Bond have been working on this project, approved by City Council on March 1, 2022. Commissioner Bond met with Claire Moore to come up with book ideas, and the cost of laminating will be presented at the next meeting. Henry Johnson (Eagle Scout) is currently fundraising and the ribbon cutting will be on a weekday after school, possibly on May 18 or 25 depending on the City calendar.

Commissioner Windes asked if the \$4700 he is raising will cover laminating and ongoing books.

Community Programs Mgr. Buike stated that the \$4700 would be for the stands and the laminating cost would be absorbed by the City. She suggested that the Friends of the Library might be approached to cover the cost of lamination.

Commissioner Windes recommended that there be enough stands for a 32 page book. If a book of less than 32 pages is chosen, there should be some sort of filler for the empty stands.

Commissioner Jones suggested having information about the library, and reading encouragement, and that Claire Moore has put together a list of possible books for this.

Commissioner Jones mentioned that Public Works will need to install the stands and there is no known timeframe on that yet.

Commissioner Windes reminded that the stands will not be set in concrete because it is a temporary installation and wanted to know how long it will be on display.

Community Programs Mgr. Buike replied that it is being presented as a pilot project and the community feedback will determine the timeframe for the stands.

- g) **Spring/Summer Reading Program/Teen Librarian update** - Commissioner Windes updated that the Library will continue to do the Activity Books and the Activity bags the County provides. Claire Moore will be starting a book club for grades four through eight starting April 1. She will send a flyer once approved.
- h) **Library Photo Op Day and Entertainment Series** - Commissioners Jones, Schreiner and Bond met with the Zislis Group, who are on board for both the Photo Op Day and the Entertainment Series. Commissioner Jones commented that it seems logical to launch the Photo Op Day first because it will take place on non-library land near The Light

Gate sculpture potentially on Saturday, May 14, or Saturday, June 4 from 2 pm to 4 pm. She is checking on the city calendar if and when the date is approved they will do a special event application. The Zislis Group is loaning a music specialist.

Community Programs Mgr. Buike stated that the social media team will be brought in when the event is approved and that she met with Director Director Leyman and he suggested the photo op might be held in conjunction with an existing library program, in order to highlight the program.

Josh Murray states that Smartypants Storytime is the only in-person program right now and they are still waiting on guidance on how to proceed.

Commissioner Jones is considering how the sponsorship will work for The Zislis Group. For the photo op, each person who gets their photo taken receives a digital download of their photo along with a coupon from a restaurant (possibly), called a “bounce back.”

Commissioner Jones reported that the Library Entertainment Series most likely will not begin until late summer or early fall. Entertainers could include magicians, impersonators, and Brian Shell will MC the events. She floated the idea of one event per quarter the summer and fall, with the next event in May due to possible weather issues.

- G. STAFF ITEMS** - Community Programs Mgr. Buike reported that the City Council has some gifts of appreciation for them that can be picked up at City Hall.

Commissioner Jones requested that all work plan updates be submitted to Sr. Mgmt. Analyst Robb no later than the close of business on Wednesdays before each meeting.

- H. COMMISSION ITEMS** - none

- I. ADJOURNMENT**

Motion to adjourn the meeting by Commissioner Windes
Seconded by Commissioner Schreiner
Ayes: Windes, Schreiner, Jones, Parikh
Nays: None
Absent: Bond

Meeting adjourned at 6:15 pm