

CITY OF MANHATTAN BEACH
MINUTES OF THE LIBRARY COMMISSION MEETING
Monday, April 11, 2022
5:00 PM
Location: Virtual – Instructions within Agenda

A. CALL TO ORDER at 5:00 pm

B. ROLL CALL

Commissioner Bond	Commissioner Schreiner
Commissioner Windes	Commissioner Jones
Commissioner Parikh	

Attending: Windes, Schreiner, Jones, Parikh, Bond
Absent: None

C. APPROVAL OF MINUTES

March 14, 2022

Commissioner Jones recommended work plan items be bolded in the minutes in order to refer quickly to them.

Move to adopt minutes: Commissioner Windes
Second: Commissioner Schreiner
Ayes: Windes, Schreiner, Jones, Parikh, Bond
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- Reminder that the library will be closed on April 17th for Easter. There will be two in-person programs this week: Tweens book club for tweens and teens grades 4-8, “Books by the Beach” on April 12 from 4:00-5:00pm - April’s book is *The Last Cuentista*, a novel by Donna Barba Higuera.

Children 5-12 are invited to participate in Wheely Bugs of Science on Thursday, April 14 from 3:30-4:00pm.

Josh Murray also invited the community to participate in an educational virtual adult program, Birds one-on-one, a birdwatching program in the LA Area on Wednesday, April 13 from 5pm to 6pm.

For all programs, people can register online at lacountylibrary.org

Sr. Rec Services Manager (SRM) McCollum - Introduced herself as the new Senior Recreation Manager. SRM McCollum will be focusing on the sports and aquatics side of things and helping with large special events. She has reviewed the commission's work plan and is excited about upcoming projects.

F. GENERAL BUSINESS

1. 2022 Work plan updates:

- a) **Afternoon with an Author** - Commissioner Schreiner stated the date for this will be Friday, May 13 from 2pm to 4pm. The room and sound equipment have been reserved with Library Manager Murray. The table and chairs belong to the library. Mayor Stern will welcome guests and Councilmember Napolitano will introduce Jan Dennis. Urban Plates will cater. Commissioner Windes will take the reservations. The event will be for between 60 to 80 people. Commissioner Bond was requested to publicize the event through The Beach Reporter, and The Easy Reader.

The list for Manager. Buike includes the following:

- Format guest list
- Pre-printed name tags as well as blank ones and markers
- Certificate of Appreciation for Jan Dennis and Urban Plates
- Invitations to the city council and the fire chief
- Jan Dennis's guest list
- Need to publicize in the older events program
- Publicity asap
- Flowers, tablecloths and napkins
- (supplies to cost approximately \$25-\$30)
- Raffle

Josh Murray stated that a "raffle" would have to be called an "opportunity drawing".

Commissioner Windes requested parking passes for Commissioner Schreiner and herself along with Jan Dennis's driver.

- b) **East Manhattan Beach Library Services** - Commissioner Parikh will distribute the survey QR code at Mira Costa High School. Commissioners will sign up for shifts at the library to encourage people to do the survey online or in person.

Library Manager Murray offered that the busiest time for the library is after school on weekdays and that the easiest place for the commissioner's table would be outdoors so the entrance would still be wheelchair accessible.

Sr. Mgmt. Analyst Robb said when she was back from vacation she would

work with the social media team to publicize the survey

Commissioner Bond will try to get the survey information into the MBUSD newsletter as well as the Beach Reporter. Beach Reporter. Commissioner Windes suggested Jeanne Fratello from MB news. She suggested the Older Adults Programs.

Sr. Mgmt. Analyst Robb said it could be sent in their newsletter the last week of April that goes out to 1000 people.

- c) **MB Poetry Event** - Commissioner Schreiner reported there are no updates.
- d) **Library Appreciation Party** - It was decided to move the event start from 9:00am to 10am, because set up could not start before 9:00am. The invitation will also be changed from 'breakfast' to 'brunch'.

Commissioner Jones asked about honoring school librarians. Commissioner Windes suggested delivering a certificate of appreciation with gift cards for muffins, cookies, or bagels and doing it in person. There would be 8 honorees at approximately \$10 per person. Commissioner Windes will find out the COVID restrictions regarding visiting the schools.

- e) **Library Commission Book Giveaway** (formerly No Strings Attached) - Commissioner Windes reported it has not changed and will still be connected to the Library Photo Op Day.
- f) **Story Adventure** - Commissioner Bond reported that Eagle Scout candidate, Henry Johnson, presented to City Council, he raised \$1200. He still needs to raise another \$4800 to buy the 16 structures. According to the Eagle Scouts as long as he completes a prototype of the display structure, his project is deemed complete. Henry would like to put the prototype in a heavy traffic area and is planning on raising all of the money by himself. If he is unable to raise the funds himself, Commissioner Bond suggested they speak to the Friends of the Library. Commissioner Windes suggested displaying the prototype in the Civic Plaza. Commissioner Jones suggested having it displayed at the farmer's market. Sr. Mgmt. Analyst Robb suggested they put Henry in touch with Jill Lamkin, Executive Director of the Downtown Business Association to discuss placement at the farmers market.

Recreation Services Mgr. Buike suggested that Mr. Johnson needed to take a leadership role and that fundraising was not enough, based on the Eagle Scouts. Henry needs to be more visible and perhaps present at a

place like the Rotary Club. They have a meeting every Monday morning at 7am and perhaps he could present there. However, this has to be presented by May in order to get this badge. The prototype must be delivered by that deadline. Henry is committed to continuing fundraising for this after he receives his award.

Commissioner Jones suggested doing public comment at the city council meeting. Commissioner Windes supported the suggestion and added that he should also attend a school board meeting.

Commissioner Bond is physically pulling the books to figure out how they will fit into structures..

g) **Spring/Summer Reading Program/Teen Librarian update -**

Commissioner Windes updated that Library Manager Murray covered the two new, in-person programs. She has not yet heard from the County about the summer reading program.

h) **Library Photo Op Day -** Commissioner Jones updated that it would take place on Sunday, June 5 from 1:00 to 4:00pm. Professional photos will be taken by J.P. Cordero in front of the Light Gate Sculpture with the library behind it.

Entertainment options are still being considered.

Commissioner Windes asked Library Manager Murray about masking requirements. He replied that masks are not required but are still offered. The library has a surplus of masks.

Commissioner Windes mentioned she anticipates giving out 500 bookmarks at the Photo Op event. Mr. Murray confirmed that there will be enough bookmarks available for the giveaway.

i) **Entertainment Series -** on hold on until September because the point of contact is on maternity leave until then.

G. STAFF ITEMS - Commissioner Jones inquired about the meeting with County Library Director, Skye Patrick. Rec. Services Manager Buike will give an update at the next commission meeting.

H. COMMISSION ITEMS - none

I. ADJOURNMENT

Motion to adjourn the meeting by Commissioner Windes

Seconded by Commissioner Schreiner

Ayes: Windes, Schreiner, Jones, Parikh, Bond

Nays: None

Meeting adjourned at 6:24 pm to May 9, 2022.