

CITY OF MANHATTAN BEACH  
MINUTES OF THE LIBRARY COMMISSION MEETING  
Tuesday, October 11, 2022  
4:00 PM  
Location: Virtual

**A. CALL TO ORDER**

The meeting of the Library Commission was called to order by Chairperson Bond at 4:00 pm via Zoom.

**B. ROLL CALL**

Present: Commissioners Jones, Levitt (left 4:30), Newell, Vice Chairperson Schreiner, Chairperson Bond

Absent: Darrow

Others Present: Community Services Manager (CSM) Jan Buike, Sr. Management Analyst (SRM) Linda Robb, Recording Secretary Rosemary Lackow

**C. APPROVAL OF MINUTES – September 12, 2022**

A motion was made and seconded (Levitt/Schreiner) to approve the minutes with four changes requested by Commissioner Jones:

Pg. 2 (d) Library Appreciation Party, second line: change “that a café has been booked” to “that Caffè Altamura has been booked”.

Pg. 2 (d) same paragraph, second line: insert “for the Annual Bookmark”, after “and it was agreed, that”

Pg. 3 (h) Library Photo Op Day: change “June, 2023” to “June 3, 2023”

Ph. 3 (i) Entertainment Series: last line in Next steps paragraph: change lowercase t to uppercase T in “the” to read The Strand House.

Ayes: Levitt, Newell, Jones, Vice Chair Schreiner, Chair Bond  
Nays: None  
Abstain: None  
Absent: Darrow

The motion passed 5-0-0-1

**D. CEREMONIAL – None**

**E. AUDIENCE PARTICIPATION (3-Minute Limit)**

**Librarian’s Report** – Library Manager, Josh Murray

Manager Murray reported two up upcoming library special events: 1) Sunday October 23, 1 pm: The Three Billy Goats Gruff (Fractured Fairy Tales series) by author Mac Barnett and illustrator Jon Klassen, in-person program (ages 4-8 years old); and 2) Sunday October 28, 1-2 pm: Jack O’Lantern Turnips (adults).

Mr. Murray will email the Chair a pdf version of the children's event flyer.

## F. GENERAL BUSINESS

### 1. 2022 Work plan updates:

a. **Afternoon with an Author** – (Schreiner, Levitt, Bond). Commissioner Levitt reported that the subcommittee is working on the 2023 plan to feature three events on Saturday afternoons. The events are tentatively planned for January, May and October/November. They are considering broadening their scope in terms of authors and topics –aiming for something exciting with promotion similar to the Elvis event. Commissioners Levitt and Schreiner will compile a list for the next meeting.

The commission discussed. Chair Bond emphasized the goal is to attract visitors of various ages. Suggestions for authors included a YA (young adult) author. Chair Bond suggested avoiding toddlers as this is already provided by the library, and a new project name of “Learning at the Library”. Other suggestions mentioned included the possibility of the Friends of the Library (FOL) providing some financial support, to attract top talent and possibly teaming up with the Malibu program. Manager Murray noted that the Malibu city budget for their speakers is quite large (\$125,000). Commissioner Jones cited the Rancho Mirage library has a very active speaker program-maybe 200 events per year and she pointed out that the venue in the library can seat only 60 people.

Commissioner Levitt suggested focusing on topics especially attractive to the community such as a cookbook author (e.g., Peggy Curry) or panel, and possibly with a small food/drink demonstration. The commission was enthusiastic about this idea. Manager Murray advised that food/drink can be accommodated with some protocols followed, e.g., showing but not opening a wine bottle. He also advised that the library cannot sponsor such types of events; the Commission should book the room in its name, as was done with the Elvis tribute.

Next steps: The Chair will handle booking when the concept is finalized. The Committee will meet to finalize (adding Icy Smith) and provide an authors list at the next meeting; the program will now be known as “Learning at the Library”.

b. **East Manhattan Beach Library Services** –SRA Robb informed that Director Leyman is talking to the County but there is no new information to report. This is an ongoing dialogue at this point; stay tuned.

c. **MB Poetry Event** – Commissioner Schreiner reported that Shannon Vaughn has suggested—since high school students are very busy with many activities—that seniors come to her class at Mira Costa (perhaps via Dial-A-Ride) instead of the students coming to the library. Commissioner Schreiner acknowledged Commissioner Levitt's concern about how this relates to the library explaining that this program is a replacement of the “evening at the library” but most importantly there is great difficulty getting the students to the library. It is hoped that once it gets going, the students will

come to the library. The Commission expressed support for this approach and believes the older adults would greatly enjoy being on campus.

CSM Buike described the senior poetry circle which consists of 8-9 persons of multiple generations. The circle has consistently met for 5-6 years once or twice per month; are very enthusiastic about sharing poetry and are community oriented; for example, they recently participated in the Hometown Fair.

Next steps: Commissioner Schreiner will discuss having a poetry event further with Shannon Vaughn for 2023, with older adults coming to Mira Costa. The goal is to spread literacy and the love of the written word. Commissioner Levitt will reach out to poetess April Wayland to see what might be possible in participating in this or the Learning at the Library event (formerly Afternoon with an Author).

*Commissioner Levitt left the meeting at 4:30 pm.*

c. **Library Appreciation Party**—Tuesday, November 15, noon in the library meeting room. Things to bring, same as last year: e.g., table cloth, coffee (Jones); flowers (Schreiner), orange juice and bucket, etc. (Chair Bond). The Commission discussed three invitation designs and approved “option 3” featuring more color and leaves, but deleting redundant words “Appreciation Lunch” at the top and revising spelling of Caffe Altamura. The rendition of the bookmark is forthcoming from city graphic designer Kristin.

Next step: Commissioner Jones will send CSM Buike a note as to what to minor tweaking to be done on the invitation, and hopefully bookmark will be ready to review this week.

d. **Library Commission Book Giveaway (Formerly No Strings Attached)** (Schreiner) Vice Chair Schreiner reported: successful event held September 23<sup>rd</sup> with the Elvis Tribute, but there are many (10 bags) leftover books.

Next steps: Vice Chair Schreiner suggested the leftover Elvis tribute books can be given away at the December 1<sup>st</sup> North Manhattan Beach Holiday Stroll. The committee will ask to set up at 3515 Highland (“Waste Less Shop”) and helpers are welcome. On November 19, 10 am to 3 pm the FOL will hold another book sale; and on the Monday after, November 19, 10 am to 3 pm, the Commission is invited to come at 10 am and take leftover books. Commissioner Newell will help on getting some good used children’s books which are especially needed.

e. **Story Adventure** – (Bond, Buike) Chair Bond commented on the project name, noting that StoryWalk® is trademarked by Anne Ferguson of Vermont. What is trademark protected is the concept of taking a book apart, laminating the pages and placing pages along a walkway. To address this, the introductory board just needs to include a brief credit to Anne Ferguson’s StoryWalk®. Chair Bond has looked at several story walk projects and believes that the Commission has a lot of flexibility in how it names and graphically designs the installation; and does not think that trademark

issues will impact how they want to implement the project.

The issue now is the timing. The Polliwog playground project completion has been delayed to the first quarter, 2023. Should the Commission go forward and install now or wait for the playground to be done? In discussing, concern was expressed that if installed too early, it may be subject to vandalism and there was a thought that the story adventure ceremony should be separate from the Polliwog playground ribbon cutting.

CSM Buike is discussing with Public Works, and suggested that if it turns out that Public Works cannot install before early December, and given the holidays are busy times, it may be best to wait for the playground completion. Chair Bond has submitted draft wording for the introductory permanent sign to CSM Buike for city review; the next step once approved, will be for Kristin to design the sign.

The Chair reported that author Seth Fishman is “on board” and is ready to promote and the timing issue does not affect the Eagle Scout who worked on the project.

Next steps: Chair Bond suggested, with no objection, that the committee will wait to get a firm install date from Public Works; meanwhile she will get the book pages laminated so they will be ready to go. She will work towards a Public Works install date.

f. **Library Photo Op Day** – Scheduled for June 3, 2023; no report at this time.

g. **Entertainment Series – September 24 - Elvis Tribute.** Chair Bond applauded the event’s success; Commissioner Jones led a debriefing on lessons learned (what worked/what didn’t work). A main issue was the Eventbrite app. While many (300+) reserved online, a large proportion were no-shows, but on the other hand, the volunteers and performer were fantastic. As to event time, perhaps they should consider changing from 3 pm to 4 pm but due to lighting issues, this may vary seasonally.

Commissioner Jones suggested that while this was a great first event, it needs a chair or perhaps a chair and co-chair as it is a great amount of work. As to the next event, she mentioned a Rod Stewart or Michael Jackson impersonator.

The bottom line was that the businesses supporting it liked it and appreciated the publicity; it was a success but there just wasn’t a very large audience. She feels with the right reservation system (not Eventbrite) and publicity, the attendance will grow.

Commissioner Newell suggested that after the event, some publicity be done, e.g., have someone assigned to take photos which could be posted on the City’s social media channels. It was discussed that privacy can be an issue. Commissioner Jones suggested that signs with a disclaimer can be posted to address this issue; SMA Robb confirmed that this has been done in the past for public events. Commissioner Newell suggested that since those who rsvp’d used their email, perhaps a follow-up email can be sent to show photographs of the event.

Commissioner Jones endorsed the idea of having some kind of post-event publicity for next year and concluded by thanking all who contributed to its success.

i. **Library Awareness Initiative** (added to agenda)– Chair Bond reported that she and Commissioners Levitt, Newell and Darrow have started to discuss this project, the only new proposal for next year’s work plan so far. The goal is to create awareness of the library’s resources and services. The details will be presented at the November meeting.

Next steps: Regarding planning for the January joint council work plan meeting, she will send out an email with a copy of the template project sheet so each committee can start filling out.

SMA Robb clarified regarding the January work plan meeting: major discussion will be in November, with possibly minor tweaking in December; the overview project sheets will need to be finalized by around mid-December when the staff report is due. The format for the meeting typically is worked out just prior; she will advise when this is known.

**G. STAFF ITEMS – None**

**H. COMMISSION ITEMS - None**

**I. ADJOURNMENT**

It was moved and seconded (Schreiner/Jones) to adjourn the meeting at 5:02 pm to Monday, November 14 (hybrid). The motion passed by voice vote, 4-0-2 (ayes Bond, Newell, Schreiner, Jones with Levitt and Darrow absent).